

**Marston Shores Homeowners Association**  
**Minutes**  
**May 20, 2020**

The regular monthly meeting of the Marston Shores Homeowners' Association was held via Zoom on May 20, 2020. Board members present were Michele Salisbury, Jean McDonald, Mike Sims, Margaret Clarke and Jane Oberg. Brian Reid represented Management & Maintenance, Inc. Homeowners present were Jim and Jeanette Carpenter, Michelle Ambler, Tina Garcia, Rick Wilkinson, Deb and Vern Bullard, Janice Ybarrondo, Joann Collins, Linda Renner, Keith Templeton, Jennifer Wein, Sherry Benner, Pat White and Tom Guetz.

Michelle Salisbury called the meeting to order at 4:14 p.m. and welcomed the owners to the meeting.

The Board reviewed the February 2020 minutes. They were approved by the Board in April 2020.

**COMMITTEE REPORTS**

**Architectural Control Committee** – John Benner is unable to attend. Jim Carpenter is addressing requests.

Four awnings were requested from units 14, 18, 19 and 31. Michelle Salisbury had modified her awning request to only one side of the back deck at unit 18 and had provided John Benner the modified request on Monday, along with a request from Jennifer Wein for an awning at unit 14. The Board approved all four decks with the following conditions: (1) Approval should be contingent upon the owners executing the MSHOA Restrictive Covenant to record their acceptance of responsibilities and making acceptance of terms of the Home Improvement Application incumbent upon the next owner; (2) the applicant should provide product information for the intended installation; (3) They must be submitted on the Home Improvement Application if not already done so; (4) For those that have not submitted colors and patterns, they must provide images of one or more fabric samples under considerations with the final selection left to the owners discretion. The ACC is recommending all owners reinforce their fascia to strengthen against winds. Michelle asked for approval from the Board for all four, subject to additional documents as needed. Oberg motioned; McDonald seconded; vote was unanimous.

A request for raised flower beds in back of unit 19 was reviewed. The ACC recommended the Board approve the removal of ground, the addition of treated wood borders, and the installation of the raised bed planters, but reject the pea gravel, which would be inconsistent with existing dry areas. Similar river rock as already used in dry spaces or concrete paver stones are acceptable alternatives. The ACC recommends lining the planters with a water impermeable membrane. The owner will talk further with the Board and ACC about this plan.

There was a request for removal of tree and installation of a garden in front of unit 19. The ACC recommends approval if the stump is removed and there are no materials planted within five feet of the foundation – the cost of this work would be incurred by the owner. A plan for the garden must be submitted. Michelle added the condition that if a contractor removes the tree, they must be insured. A Restrictive Covenant Endorsement must be provided. The homeowner may elect not to remove the tree. Oberg – approved with the ACC conditions. McDonald seconded; vote was unanimous.

There was a request for a temporary lattice at unit #33. The temporary lattice rail is installed inside the current handrail. This was installed already. This must be removed in one year, or when the tenant leaves, whichever is first. Oberg approved as a temporary installation, Sims second; vote unanimous.

There was a request for landscaping and a fountain at the entrance to unit #42. The ACC approved with the condition that limited materials can be planted within five feet of the foundation. A Restrictive Covenant Endorsement must be provided. McDonald motioned to approve the installation of xeric plants and a fountain at #42. Oberg seconded; vote four in favor with Sims abstaining.

There was a request for cement installed in the dry space behind the units at 40, 41, 42 and 43. They want to install plain concrete with a broom finish. The ACC recommended the request be denied, as the dry area would be inconsistent with existing dry areas. McDonald motioned to reject the request. Oberg seconded. Vote four in favor with Sims abstaining.

Keith Templeton expressed disappointment that this rejection was not expressed earlier, before Freddie Templeton spent numerous hours getting plans to everyone. Michele Salisbury said the Board did not want to reject the request without a discussion of the request.

**Decks** – Brian Reid did a summary of decks that are scheduled for replacement in 2020. The cost for the stringer at unit 19 is \$450.00, and there are questions if the deck on the front porch at unit 35 needs replacement. Vern Bullard said the deck at unit 35 should be replaced – it is too damaged to do a partial fix. Tim from TNT will meet with the owner at unit 35 and get a bid for the full replacement of the front deck. If the total for all the decks is \$30,000.00 or less, the Board approved the work to be started as soon as possible. Oberg motioned to do the decks listed if the total is \$30,000.00 or less. McDonald seconded; vote was unanimous.

**Landscaping** – Jean said the Landscape committee met with the new grounds contractor and reviewed the landscaping area between 12 and 13, the berm between 16 and 17 and several other areas. Several shrubs were planted in the berm today; the contractor is getting a bid for the area between 12 and 13. Decisions will be made in June 2020. Jean noted that the dry zones will be sprayed for weeds if there are no plants and shrubs or other materials that would be damaged in the areas or the owners have a sign requesting no weed spray.

**Maintenance** – Keith said cement caulking was promised in 2018. The work is still incomplete. Brian said that the foot of snow that fell in October 2019 eliminated the cement work scheduled for 2019. Brian is meeting with contractor tomorrow and will find out when work will be completed.

**Nominating** – Brian said that Richard Hagman resigned from the Board. The Board appointed Margaret Clarke to take his place. Currently there has not been any volunteers for the Board for 2020. Jane Oberg was scheduled to go off the Board in April 2020, but the meeting was cancelled due to the virus. The Board is considering scheduling the meeting for July 2020. A volunteer is needed.

### **FINANCIAL STATEMENTS**

The Association ended April 2020 with \$144,736.37 in cash. The Association is currently \$2,959.51 over budget through April 2020, due to overages in Building Maintenance, Insurance Expense and Legal Expense. Sims motioned to approve the financials as presented. McDonald seconded; vote was unanimous.

### **NEW BUSINESS**

Sprinklers - Jane Oberg met with Taner Simmons, the new sprinkler man. Jane said he has a good handle on the sprinklers. He said that last year the schedule for sprinklers was seven days a week in some areas, five days a week in other areas and three days a week for other sprinkler lines. Everything is now on three days per week. Michele asked everyone to be careful using water in the landscaped areas across the street. Deb Bullard said that several boxes of weeping valves were fixed after leaking for numerous years. Hopefully, that will reduce water expense for 2020.

Tree Trimming – the tree work recommended is over \$7,000.00. The Association will be reducing the number of trees to be done in 2020. Two crabapples will be pruned in the fall. Locust trees will be reviewed after they are fully leafed out. There was a discussion of sprays – SavaTree said the HOA may not need the fruit reduction sprays due to the late frost. That would be a savings of \$290.00. Discussion of trimming will be done at the June Meeting.

### **UNFINISHED BUSINESS**

Deck painting was reviewed. Brian and several Board members reviewed decks. Brian will meet with several contractors to get bids to paint all front decks that are needed. If there are funds available, back decks will be started as well. The rest of the decks not painted in 2020 will be completed in 2021.

Jim Carpenter discussed when each form is used. Use ACC form for improvements – building and grounds. Jim asked owners to get requests to the ACC in a timely manner. Grounds maintenance forms are for when landscaping work is requested from the Association, and maintenance request forms are for building work requested from the Association.

## **OWNERS' FORUM**

Jane Oberg noted that most overgrown trees were installed by owners. Many are overgrown due to Board not considering the long-term effect of the trees at maturity.

Tina Garcia requested the deck repair ratings be disclosed to the owners. Vern said the documentation is available on the Association website.

Deb Bullard asked if someone could turn off the wind.

Michele Salisbury thanked everyone for attending. At the June meeting the Board will have the hearing for the landscaping modification for unit 17. Paper ballots will be provided. In July, the Board will see about holding the Annual Meeting.

The meeting was adjourned at 5:58 p.m.

Respectfully submitted,  
Brian Reid, Managing Agent