



**Board Meeting Minutes  
February 18, 2023  
8:30 AM**

**Zoom Meeting**

President Paul Bradley called the meeting to order at 8:30 AM

**Board Members in Attendance:** Paul Bradley, Margie Cyr, Kerry Hall, Jerry Kafka, Holly Fluty Dempsey, Ron Thomas, Don Deraska, Nora Alter, Bob Wood, Hope Wagner (CAS)

**Community Members:** George Rayburn, Peggy Taylor, Joe Woolman, Marty Shecter, Dave Wiecking, Dan Nicholson, Jane Certo

Paul moved and Bob seconded that recording of any type of the meeting except for the Board initiated Zoom recording is not allowed. All were in favor.

**Meeting Minutes:**

- Paul moved and Nora seconded approval of the January 19<sup>th</sup> Board meeting minutes. All were in favor with the exception of Jerry who abstained due to inability to review materials prior to meeting.
- Paul moved and Don seconded approval of the January 31<sup>st</sup> Board meeting minutes. All were in favor with the exception of Jerry who abstained due to inability to review materials prior to meeting.

**Property Manager's Report:**

Hope Wagner (CAS) Property Manager's Report was provided in writing to the Board. No further conversation took place regarding the report.

**President's Report:**

- Paul shared in meeting the decision by the Board to change property management companies with the selection of Solutions Management effective April 1, 2023. A transition team has been established whereby Margie and Bob will be serving as primary points of contact for the Board for Cathy McCallister from Solutions Management. Jerry asked that he be included on the team with the goal of replicating the current financial reporting that has been established with CAS.
- Paul encouraged those on the call, Board and Community Members, to reach out to him via email or cell with any questions, comments or concerns with respect to MBA

matters. The use of Facebook is not a valid forum for communicating with the MBA Board.

- Paul nominated Bob Wood to serve as Secretary of the Board which was unanimously approved by members of the Board.

**Treasurer's Report:** No update provided other than a brief discussion on the posting of MBA financial information for community use. While there is no legal requirement to share these documents on the website, it is the intent of the Board to provide an appropriate level of financial transparency to the community. Efforts will be made to agree on format and timing of posting any financial reports.

**Committee Reports:** Written reports were reviewed. There were no further questions.

**Unfinished Business:**

Snow removal:

- Discussion took place regarding the need for Shore Home Improvements needs to obtain insurance at a cost of \$600. This \$600 would be paid by MBA for the contractor to obtain this incremental insurance which would be applied to the cost of the first snow plowing event which is \$2,200.
- Upon completion of the discussion, a motion was made to pay the cost of \$600 with the understanding that the total cost of a snowplowing event was not \$600 plus the \$2,200. The motion was unanimously approved.

Trash Enclosures:

- Margie provided an update on the status of non-compliant enclosures which has declined to 38 homeowners in the community. Of those 38, 14 are currently being addressed with the remaining 24 homeowners silent on any recognition of their non-compliance. Capacity and height of enclosures will need to be evaluated as trash receptacles are used once homes become more frequently occupied.
- As a matter of principal, Jerry emphasized the need for the Board to agree on how we intend to enforce violations so that future By-Law violations aren't at risk of being enforced.

Guard Shack:

- Paul provided an update sharing that DNREC, Sussex County and the Fire Marshall have all signed off and approved the plans. Utilities and sewer have been disconnected. The need to have a diagram and estimate of the sewer lateral connection remains outstanding which is currently being addressed and should be completed by next week.

- Jerry asked about expenses incurred to date and it was shared that to date, we have incurred approximately \$15,000 (architect, permit, sewer lateral fee and sewer connection fee).
- The current shack may be of interest by an outside 3<sup>rd</sup> party who would have it removed. That opportunity will be followed up on by Kerry with a decision to made no later than end of month.

#### Hybrid Meetings:

- Conversation continues about the opportunity for meetings to be held in a hybrid manner (Zoom as well as in person). There is a strong opinion that if decision makes i.e. Board Members are going to be together, all should be together to make the meeting as efficient as possible. Community members could continue to participate via Zoom. Hope will revisit the list of locations explored previously to see if availability exists.
- Until the process and environment are tested, meetings will continue to be held via Zoom as it provides the greatest flexibility and participation for Board Members and their disparate locations.

#### Pine Side Drainage:

- Margie and Ron have created a memo that will be shared with the community at large in the coming days. Included in this memo is the status of all efforts that are taking place to address the drainage challenges of the community.
- DeIDOT has been working on longstanding infrastructure issues along Kent Avenue and Ron was able to meet with Lyndon Hitchens who will perform his own evaluation of the work done on Kent to determine if the work completed is done properly and will not impede on concurrent MBA efforts taking place.

#### **New Business:**

##### Construction Deposits:

- 24 Errett – construction has completed and a motion was made by Margie to return the construction deposit of \$8,000. Bob seconded the motion and all were in favor.
- 26 Short - construction has completed and a motion was made by Margie to return the construction deposit of \$70,500. Don seconded the motion and all were in favor.

**Adjourn to Executive Session for discussion of:** Paul moves and Ron seconds to adjourn to Executive Session for the discussion of:

- Executive Session Minutes of January 19, 2022

All were in favor

**Adjourn**

The meeting was re-opened with no further business. Paul moves and Ron seconds to adjourn. All were in favor.