

Breakwater HOA Meeting
4:00 p.m. May 12, 2015
Lewes Public Library 111 Adams Ave, Lewes, DE 19958

Facilitator: Mary Jo Porreca (President)

Type of Meeting: Board

Note Taker: Shelby Handlin (Property Manager)

Panel Attendees: Mary Jo Porreca (President), Kathy Ara (Treasurer), Bruce Summer (Vice President), Shelby Handlin (Property Manager)

Panel Absent:

Resident Attendees:

MINUTES

Agenda: (attached)

I. CALL TO ORDER

Mary Jo Porreca officially called the meeting to order at 4pm.

II. ROLL CALL

Mary Jo Porreca listed the Board members and Property Manager whom are present, as stated above.

III. APPROVAL OF MEETING MINUTES

Bruce Summer made a motion to Approve the previous meeting minutes with no changes or alterations. Kathy Ara 2nd that motion.

IV. NEW BUSINESS

A. Trash and Irrigation Update: Mary Jo Porreca gave background information on the trash service, why the removal of the dumpster, why the Board has chosen the new company and the logistics of how this will all work. Shelby gave the dates for the ultimate swap and the procedure.

B. Pool/Hot Tub Repair Update: Kathy Ara gave an update about the pool and hot tub. The delamination area in the pool has been patched. New tiles have been installed on the pool. The baby pool is still being evaluated. Everything will still be opening on time. The Board is still negotiating with the developer for any remaining major repairs. The pump has seized and the Board was asked to Approve \$2,500 for the replacement to make the pool operational again. The Board unanimously Approved the replacement over email and want it documented in the minutes. The proposal to repair the hot tub motor has come in at \$9,000. Or does the Board have the hot tub removed? The Board does not want to pay to repair the hot tub at this time and would like to ask OA if they will pay to have it repaired. Mary Jo Porreca asked if both Board Members agree to poll the residents at the annual meeting to see what the residents would like to do with the hot tub. All Board Members were in favor of that. The Board supports Bruce Summer in his request for Shelby Handlin to have the hot tub closed off in some way until a decision is made.

C. Pool and Fitness Center Rules Update: Kathy Ara informed everyone that the Pool and Fitness Center Committee has revised the rules and have come up with a new draft. The Board and Committee are attempting to have more streamlined signage; all signage soon to be unveiled. Once the new signs are in they will be installed and all of the other many around the area will be taken down, to remain more consistent and uniform. The Board gave credit to the Pool and Fitness Center Committee for all of their hard-work and the many hours spent on these rules and signs.

D. *Common Space Explanation:* Mary Jo Porreca explained that all 185 entities in Breakwater own all of the Common Space and pay for all of the Common Space in Breakwater. All 185 entities are entitled to have access to Common Space. The Board, through the ARC, guide the overall look and feel to ensure a harmonious design; required, as per, the docs. Individual tastes are too varied. Individuals may petition the Board for changes, if the desire. The HOA ultimately assumes maintenance of common space, which is why it must conform all design and alterations. The HOA will not seed or sod any common area, because no landscaper will guarantee the investment without irrigation; which they do not have.

E. *New Breakwater Website Preview:* Nick Hoogs and Murray Summers, from the Communications Committee gave a presentation of the communities new website they have completed. The new website is www.Breakwater-lewes.com. The new registry shows all owners names and contact info. There is a new quick up to date info link called “What’s New” which will facilitate communications with the community. The Board noted that these gentlemen have graciously volunteered their time and have spent many long hours working on this and deserve a thank you and an applause. Property Manager, Shelby Handlin, asked that the password be changed immediately because some people did not want their information in a directory so we need to change the password that has been given out already due to the information not in agreeance of being released. The Board and committee agreed. The Board discussed setting a date for a presentation with a projector for the community to view the site.

V. **OLD BUSINESS**

A. *Transition Study Update:* Mary Jo Porreca gave an update on the pending Transition Study. The study is currently awaiting a roofing report and a baby pool repair report

B. *Tree Line Update:* Bruce Summer gave an update on the tree line. He stated that, in the docs, the tree line is to remain a wild buffer and is not to be groomed like a landscaped areas. The wild buffer must just be managed. Tree limbs will be trimmed shortly after Memorial Day. Brush will be trimmed minimally, to allow landscaper to mow up to the tree line unimpeded. We need to maintain enough brush to serve as a good buffer. The invasive vines will be eradicated in the fall, per instructions from Shore Landscaping. We have identified 6 dead trees and are awaiting the proposals for the removal/replacement of them. These plans and timelines are all suggested and are subject to change based on the developer negotiations. The Board noted they would like the property manager to talk with Shore again about the common areas that are not getting proper attention. Mary Jo Porreca recommends that the Board takes the dead tree issue to Ocean Atlantic, due to this going to be an expensive expense already with just 6 and there is still a possibility of more. The Board unanimously agreed.

C. *Sidewalk Negotiation Update:* Mary Jo Porreca read the response from Preston Schell about the sidewalks. Preston Schell gave the Board two options. The Board discussed all of their options and are in agreeance that they will go ahead with the inspection to truly determine further details and information. Mary Jo Porreca asked for the residents to let the Board know which ones they feel most importantly need to be tested.

D. *Natural Gas Update:* Mary Jo Porreca explains that Paul Collins, from Breakwater, has been working hard with Chesapeake Gas Company about bringing natural gas to Breakwater in the planned 2016 year. At this time the project has been postponed, due to the fact that Breakwater has a tank farm and Chesapeake has not yet dealt with a project like that before and are not sure what steps to take now that they have realized this. Chesapeake wants to make a community presentation at the Breakwater annual meeting.

E. *SWRT Rules Update*: Bruce Summer read a directive from the Breakwater insurance company about the Storm Water Retentions and their liability. The directive detailed the liability, the million dollar replacement cost of the liners and noted the chemicals used in the SWRT's to treat them. Bruce Summers also told everyone that the signs for the SWRT should be coming soon. The Property Manager ,Shelby Handlin, told the Board that the signs have been designed and are just awaiting a Board approval on the proofs sent to them.

VI. ACTION ITEMS

- A. *Select Annual Meeting Date* – The Board looked over a calendar, discussed different dates and determined September 19th at 10am. The Board would like to have it at Epworth, if unavailable, or any other Lewes location that will hold 150-200 people. The final date determined is Saturday, September 19th, 2015. Bruce Summer made a motion to select the September 19th, 2015 date. Kathy Ara made a 2nd for the date chosen motion.
- B. *Easement Survey*: Mary Jo Porreca explains that there are 3 major common space easements she would like to have surveyed and lined. This request is so that all can clearly see the common space boundaries. She also explained how the storm water management easements are required by law to be used only for maintenance access and not pedestrian traffic. Mary Jo Porreca explain homeowner rights along Shoal Road. She told the Board that while speaking with the Surveyor, he states that the law says the easements are only for maintenance and not people or plantings. The Common Areas allow access to these areas. The Surveyor will mark the 3 common areas. Bruce Summer made a motion to do this project with a Surveyor. Kath Ara 2nd that motion.

VII. OPEN FORUM Q&A

VIII. ADJOURN

At 6:12pm Mary Jo Porreca made a motion to adjourn the meeting. Kathy Ara 2nd that motion.