

**Breakwater HOA Board Meeting Minutes**  
**Tuesday, January 10, 2017**  
**Lewes Library, Lewes**

Attending:

- Pat O'Reilley (President), Randy Bies (1st VP), Rick Moritz (2<sup>nd</sup> VP), Barb Moritz (Treasurer)
- Signature Property Management Representative: Stuart Galkin
- ~25+ Breakwater residents

Meeting called to order @ 6:00 p.m.

Minutes

- Motion passed to approve Minutes from 9/24/16 Annual Meeting

**OLD BUSINESS**

Street Paving Update

- Work completed. We have a 1 year warranty on blacktop road paving

Sidewalk & Curbs Update

- Work completed. Each homeowner has a 20 year warranty on their sidewalks and curbs based on the home's initial settlement date. The warranty can be voided by using de-icers that result in spauling (chipping or flaking of concrete)
- Sidewalk caulking will be done in Spring

Pool Update

- Pool was drained, resurfaced, and caulked in September
- Two concrete slabs around Pool (and one in front of Fitness Center) were replaced

Ocean Atlantic Transition Update

- Final transition agreement nearly completed; a few small issues remain

Natural Gas Update

- Per Chesapeake, all homes have been converted to natural gas as of 1/6/17

Landscaping Update

- Considering adding plantings around mailbox cluster and in front of new fence installed at intersection of Pilotboat & Zwaanendael
- Soliciting bids to treat the trees along bike trail for invasive vines this Spring
- Solitude (who will be replacing Envirotech as our pond management company) have removed the pond pumps for cleaning

Property Management Company Update

- Signature Property Management has replaced Right Property Management effective 1/1/17
- Stuart Galkin introduced himself and gave a brief background on Signature

Fitness Center Update

- New contracts have been signed for (1) equipment maintenance, and (2) cleaning

#### Access System Update

- Current system can no longer add fobs for new residents/vendors to our pool/fitness center areas
- Current system is too old to repair; Advantech won bid to replace system

#### Financial Update

- Pending final December expenditures, we should be within \$5,000 (1.25%) of 2016 Budget

#### **NEW BUSINESS**

##### Board/Committee Vacancies

- Need volunteers for (1) HOA Board Secretary, (2) Pool & Fitness Center Committee, (3) Covenant & Bylaw Revision Committee

##### Irrigation Well Contract

- Committee is exploring our options regarding our existing contract

##### Mailbox Shelter

- Landscape Committee is exploring options & costs for potential shelter at mailbox cluster

##### Signs

- Board is looking into cost to potentially replace many of our signs (e.g. at Pool) that are fading

##### Bowling Team

- Contact Denise Hoban if interested in joining a Breakwater bowling team

##### Trash & Recycling Collection

- Waste Management has agreed to keep our collection date on Mondays vs. move them to Thursday, per our contract

##### Open Mic Q&A

- Can call or email Signature Property Management if need to contact them
- Signature will talk to contractor about issues that occurred during recent snowstorm.
- Our only regulation on street parking is that one can't park on the sidewalk. If parking is an issue in particular areas we could consider limiting parking to one side of the street or installing "Caution" signs in those areas.

MEETING ADJOURNED AT 6:55 p.m.