

Regular Meeting for the
North Crossing Community Association
May 6, 2021

The Board of Directors of the Farmbrook Homeowners' Association met virtually in Frederick, Maryland on May 6, 2021 at 6:00 p.m.

Present:

Cyrus Chenoy 2021-President
Craig Longcor 2022- Vice President
Colin O'Dell 2021- Treasurer
Terry Tillman 2022 - Secretary

Absent:

Others Present:

Kista Clagett, Community Representative
Erin Barry, Recording Secretary
C. Carter Jr., of Shade Tree Landscaping
Residents; Marissa O'Dell, Russell Platt

I. CALL TO ORDER

The Board called the regular Board meeting to order at 6:05 p.m. with a quorum present.

II. MINUTES

Motion: To approve the July 28, 2020 Minutes as corrected.

Cyrus/Terry

Vote: Unanimous

III. HOMEOWNERS' FORUM

Craig Longcor shared two suggestions from the Event Committee. The first was to facilitate a community wide yard sale on June 5, 2021 and the second was for to hold a movie night on June 19, 2021 at the park. The cost for the movie night would be between \$1500.00-\$2,000.00, with the following approximate cost breakdown; park rental (\$10.00), screen rental (\$1200), snacks (\$200.00) and the rights for the movie (maximum \$500.) It would be for North Crossing residents only.

Motion: To move forward with the yard sale to be held on June 5, 2021, (rain date: June 6, 2021). The Association will donate \$50.00 towards advertising for the yard sale, with the caveat that each resident participates at their own risk. To schedule movie night, open to North Crossing residents only, on June 19, 2021 with a budget not to exceed \$2000.00 for the cost of park rental, screens, snacks, and the rights to the movie.

Craig/Terry

Vote: Unanimous

A resident expressed frustration with the quality of work that BrightView is doing in the neighborhood. He stated that the yellow curb painting needs to be addressed.

Action: The Board will confirm the details for the yard sale and movie night by the weekend and forward the information to Management for her to include in the pool opening email.

Action: Colin will update the website and Facebook page with the pool opening information and the upcoming social events.

IV. FINANCIALS

Motion: To approve the 2021 March Financials as presented.

Craig/Terry

Vote: Unanimous

Action: The Board agreed to send accounts to the attorney when they have been delinquent for two (2) years.

V. ACTION LIST UPDATE

The action list is up to date.

VI. MANAGEMENT REPORT

- A. Bulk trash removed from common area.
- B. Put in request with City for lights that are out.
- C. Met at the pool with numerous vendors.
- D. Met with Shade Tree to discuss landscape contract.
- E. Pool passed county inspection.
- F. Community Inspection is in process.

VII. OLD BUSINESS

A. Continental Pools Contract

Management reported that Continental Pools declined the request to replace the skimmer pad as they claimed it is past the warrantee. The Board discussed other concerns they have regarding pool work Continental did last year. They will retain the final payment until these issues are resolved.

Action: Management will hire an independent pool contractor to evaluate the pool work Continental Pools did to assure there are no other hidden issues. If there are issues discovered the Board will request the contractor submit recommendations in order to assure the pool is in working condition.

B. Shade Tree Lawn & Landscaping, Inc.

Charles Carter Jr., of Shade Tree Landscaping, reported his findings from his recent walkthrough in the neighborhood.

The Board reviewed other proposals for some of the work addressed in the Shade Tree Lawn & Landscaping, Inc.

Motion: To approve the following items from the May 6, 2021, Shade Tree Lawn and Landscaping, Inc., proposal; cut and remove the three (3) trees and grind stumps and roots, remove chips, level, seed, fertilizer, and straw below and near the large drain pond for the cost of \$330.00. To cut and remove one (1) dead tree, grind stumps and roots, remove chips, level, seed, fertilizer and straw at the center courtyard between Harpers & Fieldstone for the cost of \$175.00. To cut and remove six (6) trees and stumps, seed, fertilizer, and straw and replace two (2) fence rails at the drain pond area for the cost of \$710.00. To cut and remove the one (1) dead Pine Tree, grind stump, seed and straw beside #225 Harper's Way for the cost of \$150.00.

Craig/Colin

Vote: Unanimous

VIII. NEW BUSINESS

A. Election of Officers

Motion: To nominate Cyrus Chenoy for President for the 2021 -2022 Board term.

Collin/Craig

Vote: Unanimous

Motion: To nominate Craig Longcor for Vice President for the 2021 -2022 Board term.

Craig/Cyrus Vote: Unanimous

Motion: To nominate Colin O'Dell for Treasurer for the 2021 -2022 Board term.

Collin/Cyrus Vote: Unanimous

Motion: To nominate Terry Tillman for Secretary for the 2021 -2022 Board term.

Craig/Colin Vote: Unanimous

B. App System for Pool/COVID Protocols

The Board discussed the two license options, (seasonal and full year) for the American Pool App System, which would store waivers, and allow residents to reserve swim time slots etc.

Motion: To purchase the seasonal license option for the American Pool App System for the cost of \$965.00 as presented.

Action: Management will provide an email options to fill out waivers and reserve swim slots etc., for residents who don't have a smart phone.

Craig/Colin Vote: Unanimous

C. Guests and Guest Pool Passes

Action: The Board agreed to not issue guest passes for the 2021 pool season. The pool will be for the benefit of North Crossing residents only.

D. Pool Furniture

The Board noted that they will not purchase new pool furniture at this time since residents will bring their own pool furniture for the 2021 pool season.

E. Power washing of pool deck proposals

Motion: To approve the proposal from Shade Tree Lawn & Landscaping, Inc., for power washing the pool deck, shower walls and front entrance at the pool for the cost of \$600.00.

Colin/Craig Vote: 3/0/1 (Cyrus)

F. Daily Sanitizing of Pool House Proposals

Management noted that the pool will need to be sanitized twice a day per COVID protocol. American Pools will do one of the two cleanings, but an additional contractor will need to be hired for the second cleaning. Management shared cleaning proposals from CNG Services and Lee Building Maintenance.

Motion: To approve CNG Services to do the mid-day pool cleaning for the cost of \$25.00 per day as presented.

Craig/Terry Vote: Unanimous

Motion: To accept the proposal from Lee Building Maintenance to clean the pool house once before the pool opening for the cost of \$830.00.

Craig/Terry Vote: Unanimous

G. Pool House Renovations

The Board discussed the pool house renovations. It was noted that the ceiling and roof need to be replaced.

Motion: To accept the Premier Exterior proposal with the stainless-steel door trim for the cost of \$9700.00 as presented. (Management will ask if they will include painting the desk for no additional cost.)

Craig/Colin

Vote: Unanimous

Action: Management will have the roof and gutters of the pool house inspected and determine if the repair/replacement would fall under the Association's insurance. If not, she will get proposals for the pool house roof, gutters, and ceiling replacement.

Action: Management will request that Premier Exterior include painting the desk to their work at the pool house for no additional charge.

Action: Terry will forward the information for the epoxy company to Management.

H. Crack Fill, Seal Coat and Stripe Pool Parking Lot

Motion: To accept the contract from O'Leary for the crack fill, seal coat and striping at the pool parking lot for the cost of \$3750.00, pending confirmation that the work can be completed pre-pool opening.

Craig/Colin

Vote: Unanimous

Action: Management will confirm that O'Leary can complete filling the cracks, seal coating and striping at the pool parking lot before the pool opening.

I. Landscape Contract/Presentation from Shade Tree

The Board discussed the current landscape contract with BrightView and the option of switching contractors.

Motion: To break the current contract with BrightView per the termination clause and hire Shade Tree Lawn & Landscaping Inc., for the maintenance of the property for the cost of \$29,900.00. The start date is TBD. The Board will use the transition window for establishing what other landscaping concerns need to be addressed.

Craig/Colin

Vote: Unanimous

J. Set Meeting Dates

Motion: To set the dates for the next two Board meeting as; July 29, 2021, and September 30, 2021, at 6:00 p.m.

Craig/Colin

Vote: Unanimous

IX. ADJOURNMENT

Motion: There being no additional business, the Board meeting adjourned at 7:36 pm.

Motion: To adjourn the meeting at 7:36 p.m.

Colin/Terry

Vote: Unanimous

Respectfully Submitted,

Action Items

Action: The Board will confirm the details for the yard sale and movie night by the weekend and forward the information to Management for her to include in the pool opening email.

Action: Colin will update the website and Facebook page with the pool opening information and the upcoming social events.

Action: The Board agreed to send accounts to the attorney when they have been delinquent for two (2) years.

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Action: The Board agreed to not issue guest passes for the 2021 pool season. The pool will be for the benefit of North Crossing residents only.

Action: Management will have the roof and gutters of the pool house inspected and determine if the repair/replacement would fall under the Association's insurance. If not, she will get proposals for the pool house roof, gutters, and ceiling replacement.

Action: Management will request that Premier Exterior include painting the deck to their work at the pool house for no additional charge.

Action: Terry will forward the information for the epoxy company to Management.

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