

**Breakwater Estates**  
Board of Directors Meeting Minutes  
May 17, 2014

The Breakwater Estates board of Directors met at the home of Board President Maryl Kerley on Saturday, May 17, 2014. Present at the meeting were: Brian Eichenlaub, Scott Standiford, Karen McGavin, Frank Frazzano, Maryl Kerley, Marilyn Hewitt, and Jennifer Fannin (Property Manager from Sea Scape).

President Maryl Kerley called the meeting to order at 9:10 am.

**Minutes of the March 3, 2013 Meeting**

Brian Eichenlaub presented and the minutes and they were read by all with no corrections suggested. Karen McGavin made a motion to accept the minutes as presented and Marilyn Hewitt seconded. The motion carried.

**Minutes of the August 27, 2013 Meeting**

Marilyn Hewitt presented and the minutes (Brian Eichenlaub, Secretary, was not able to attend) and they were read by all with no corrections suggested. Frank Frazzano made a motion to accept the minutes as presented and Maryl Kerley seconded. The motion carried.

**Treasure's Report**

Scott Standiford presented the treasure's report. The community has \$35,878.33 in the Community Bank CD, \$10,998.38 in the Community Bank Checking Account and \$47,972.05 in the Community Bank Money Market account for a total of \$94,848.76.

Scott informed the board that his new job is taking increasing more time. Therefore, he will have to give up his position as Treasure. He would still like to serve on the board, but just not as treasure. He will be happy to help in any way in transitioning to a new treasure. Since Marilyn Hewitt is leaving the board (this being her last meeting), perhaps the new board member whomever that may be, could take the treasurer's position.

Budget Discussion – Board decided on a \$30.00/year increase to cover expenses for coming year from \$450 to \$480 total.

Six homeowners have overdue expenses – Not much, less than 30 days overdue.

**Property Managers Report:** Jennifer Fannin from SeaScape presented the Property Managers Report.

1. Need to renew snow removal contract – Walker Construction – All agreed
2. Need to renew landscaping contract; i.e. storm water ponds – Maxwell Lawns – All Agreed
3. Light Pole – hit by drunk driver in January. Reported to Delmarva Power for repair.

4. 8 Lightship Drive Complaint – Snow plow tore up a bit of grass and wanted seed to repair the damage. Not part of plowing contract.

## **Old Business**

### **Delaware National Resources and Environmental Commission (DNREC) Update**

Marilyn Hewitt updated Board on the Delaware National Resources and Environmental Commission (DNREC) report about the drainage on Munchy Branch Road. Mr. Griffith's home, located next to the entrance to Breakwater Estates entrance in now experiencing flooding due to the DelDot drainage ditches at Aspen Meadows to alleviate flooding in Aspen Meadows. This "fix" is now causing flooding on Mr. Griffith's land.

Also, there is a sink hole on Rusty Anchor by Scott Standiford's home.

Maryl Kerley moves to have DNREC survey the problem and fix the above issues. Marilyn Hewitt seconds. Marilyn will call Jennifer Fannin to contact DNREC for the survey.

### **Storm Water Pond (s)**

All were pleased with the work Maxwell Lawns performed last summer, clearing out the brush and cleaning up the storm water area. Right now, the ponds do not look overgrown. All agree that no work will be performed this year. Maybe move to a two year cycle.

## **New Business**

### **Yard Sale**

It will be held on the Saturday of Memorial Day weekend – May 24, 2014 – from 8:00 am – 12 Noon. We will advertise in the *Cape Gazette*.

### **ARC Approval**

The ARC Approval for George and Joan Nicholls is academic at this point. They have decided to move and their house is on the market. They are not moving forward with their initial plans.

### **Repair/Sealing of Roads**

Two streets will have partial repairs/paving.

Cracks on all streets will be reviewed and filled. The cost is \$1000.00 for all 5 streets for the crack repairing of the streets. Large cracks will first be dug out then filled with tar.

Board members asked to walk around neighborhood and see if all cracks are marked.

### **Picnic**

We will not hold our annual picnic this year due to waning interest in the community. All agreed.

### **School Busses in Community**

Bus #42 (Lighthouse Drive) is picking up children.

Bus #46 is still in the community turning around and not picking up children. It hit the community stop sign as it was turning around. Cost to fix: \$35.00 this time. Cost was low only because Sea Scape had an extra sign and gave it to the community at no charge. Letter will be sent to the school district to cease bus entering and payment.

### **Comcast/Verizon**

Comcast has had a cable across neighbor's driveway for months. It has not been buried in over 8 months.

Suggestion came up to look into Verizon for the neighborhood as an alternative to Comcast.

Jennifer Fannin will look into both and report back.

### **Financials needed with 5 columns for Community Meeting**

Email out to homeowners

Balance sheet needed for community meeting.

### **New One-time Fee**

Should Breakwaters Estates charge a one-time fee to new homeowners? Many communities have this fee. Breakwater currently does not. The Board decided not to do so for new homeowners to our community.

### **Stray Cats and Wandering Homeowners Cats**

Suggestions were made as to how to deal with stray cats and homeowners complaining about stray or neighbors' cats wandering the neighborhood. The Board decided that no trapping of stray cats will occur by the community.

Next Board meeting will be the community meeting Saturday, June 7, 2014 at 8:30 am at Epworth Church in the Choral room.

Meeting adjourned at 11:10 am. Maryl Kerley moved to end and Frank Frazzano seconded. All approved.

Respectfully Submitted,

Brian E. Eichenlaub  
Secretary, Breakwater Estates

**Breakwater Estates Board of Directors**  
**Agenda**

May 17, 2014 – 9:00 am  
14 Breakwater Drive

1. Call to Order:
2. Approval of March 2, 2013 Minutes – Brian
3. Treasurers Report – Scott
  - Current Financial Account Balances
  - Current Budget vs. Actual Report
  - Dues Increase
  - Delinquency Report
4. Property Managers Report – Jennifer  
(Please include renewal of any contracts voted on by e-mail since last meeting)
5. Old Business
  - Storm Water Pond-update – work completed in 2013
6. New Business
  - Yard Sale
  - Repair/Sealing to Roads
  - ARC approval for George and Joan Nicholls – did they re-file?
  - Decision to Not Hold Annual Picnic
  - School Buses in BWE
7. Adjournment