

Breakwater Estates Homeowner's Association

Annual Meeting Minutes

Saturday, June 4, 2016

9:00 am

Epworth United Methodist Church

The Breakwater Estates Board of Directors held the Annual Meeting on Saturday, June 4, 2016 at Epworth United Methodist Church. The meeting was called to order at 9:23 am by Co-President Grace Gannon who declared a quorum of 32 homeowners who were either present or by way of Proxy (needed 32 to hold the meeting). Board members present at the meeting were: Grace Gannon, Brian Eichenlaub, MJ Melah, Frank Frazzano, and Marc Kosiorowski, our Property Manager from SeaScape. Absent: Karen McGavin and Doris Walsh

Call to Order

Co-President Grace Gannon called the meeting to order at 9:23 am due to the late arrival of outstanding proxies.

Tribute to Scott Standiford and Mrs. Marian Gunkel

Grace Gannon informed every one of the passing of long time Board member Scott Standiford and former Property Manager Marian Gunkel. Community condolences and thanks for their time and contributions were offered to the families of Scott and Marian.

Review and Acceptance of Minutes from the June 6, 2015 Annual Meeting

The June 6, 2015 minutes were sent in the announcement packet for property owners to review before the meeting.

No discussion occurred. Pam Notarangelo moved to accept the minutes as is and Bill Bonn seconded. The motion carried unanimously.

Treasurer's Report and Approval of Budget for 2016-2017

In response to community requests, both the current year's budget and next year's budget were mailed out to homeowners to give them time to review the new 2016/17 budget.

Treasurer MJ Melah reported that the community dues were remaining the same for the coming year. They will be \$480/year or \$120/quarter.

Questions and discussion about the budget occurred. Elaine Golden stated that the contractors who did the road crack filling several years ago did a terrible job. Suggested we lower the dues to \$400.00/year since the roads seemed in good shape and we are not spending money to repair them.

Tony Ghigi pointed out that the street sign at the corner of Breakwater Drive and Rusty Anchor Drive was knocked down. It was mentioned that this had been fixed already and it was no longer knocked down.

There was a motion to lower the dues to \$450.00/year and a second of the motion. Discussion occurred.

Motions were then made to rescind the previous motion of lowering the dues to \$450.00. Pam Notarangelo seconded. Bill Bonn moved to accept the budget as presented. Toni Ghigi seconded. Budget as presented passed unanimously.

Dues will remain unchanged at \$480.00/year.

Property Manager's Report

- **Mailbox lights**
 - Some are out and will be replaced
- **Inspection of height of grass**
 - Marc will drive around and inspect property owners' yards for tall grass and inform owners the grass needs to be cut if he sees a violation. No issues at this point.
- **Blue house at corner of Breakwater Drive and Lighthouse Drive**
 - Grass is knee high. Homeowners have been contacted twice. Will cut the grass and charge the homeowner the cost.
- **Wire grass weed spraying**
 - Spraying will occur twice this summer/fall to kill wire grass which spreads into the roadway. The spraying will be at the edge of yards abutting the street.
- **Power washing**
 - Some homes are in need of power washing. If owners need the name of vender, please call Marc at SeaScape and he could give you contacts of vendors.
- **Snow removal**
 - Very little snow this past year. Checking to see how they did. Several homeowners commented on what a good job the snow removal company did this past winter. All agreed.
- **Cracks in the roads**
 - A questions was asked as to what will determine which cracks need to be fixed and in what order. Marc responded that we will get quotes from pavement companies and let their professional opinion be the one to determine what is needed and to prioritize the order the roads will be fixed.

New Business

- **Open Board Position**

With Scott's passing, there is an opening on the Board. Lana Warfield, longtime community resident, and a former Board member has volunteered to be on the Board. A motion was made to elect Lana to the open Board position, and it was seconded. All voted to approve the motion. Welcome Lana to the Breakwater Estates Board of Directors!

- **Community Yard Sale**

Due to decreasing participation in previous years, the Board asked the homeowners in attendance if they wanted to move forward with a Community Yard Sale this year or skip a year. After some discussion, a motion was made by Bill Bonn to skip the yard sale this year. Tom Trlica seconded. The motion passed unanimously.

- **Postage and Paper Usage**

Over the past year, a homeowner questioned the amount of mail they were receiving from SeaScape and the cost of the postage and thought it was too much. Discussion occurred where the Board members explained that property owners wanted to be more informed, and receive budget materials, community minutes and so on before community meetings and not the morning of the meeting. By giving homeowners documents at the meeting, it did not give people enough time to review the documents. This takes paper and postage. As a point of information, by law, the Board needs to mail hardcopy announcements of the community meeting and agenda to property owners. Email will not meet this legal requirement.

It was agreed to continue with the mailings as is because it was decided that keeping people informed was worth the duplication and mailing costs!

Also, community members pointed out that if a homeowner has paid in full their yearly dues, they do not need to receive a quarterly payment reminder.

- **Mosquito Control**

Due to the spread of the Zika virus, the State of Delaware is offering communities free spraying of their community, if requested. They will not spray unless contacted by the community and asked to spray.

They would fog the community from a truck from the roads in the communities. They would not walk on anyone's property or spray in people's back yards. Only what could be fogged from the streets from a truck moving slowly through the community.

Concerns were brought forward about people's pets and the wildlife possibly being harmed. Marc read what the State sent out and said it will be safe for pets, but it would be good that pets and people be indoors while spraying occurs.

We would be informed by the State as to the day and approximate time of spraying. Marc would send out a community email to inform homeowners when the spraying would occur.

Tom Trilica motioned to have the spraying performed. Tony Ghigi seconded. Ten (10) members voted for the spraying and five (5) voted against the spraying. It was agreed that the spraying would move forward for the community.

General Questions/Comments:

- **Reminders for all of us to be good neighbors**

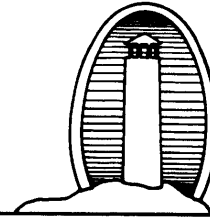
Tom Trilica reminded folks and their visitors to please pick up after your dog and not leave it. Plus, the community provides dog pick up bags in the neighborhood for free. Please make use of them.

Tom Trilica moved to adjourn and Mark Della Vecchio seconded. All approved.

Meeting adjourned at 10:25 am.

Respectfully Submitted,

Brian E. Eichenlaub
Secretary, Breakwater Estates



**Breakwater Estates Homeowners Association
Annual Meeting
Saturday, June 4, 2016
9:00 am
Epworth Methodist Music Room**

AGENDA

- I. Call to Order – Introduction of Board, Property Management Firm**
- II. Tribute to Scott Standiford and Mrs. Marian Gunkel**
- III. Approval of June 5, 2015 Annual Meeting Minutes**
- IV. Treasurer's Report**
 - a. Approval of 2016/2017 Budget**
- V. Property Manager's Report**
- VI. New Business**
 - a. Available Board Position**
 - b. Community Yard Sale**
 - c. Postage/Paper Usage**
 - d. Mosquito Control**

Directions to Epworth Methodist Church: From Munchy Branch Road turn left onto Route 1. Once you pass the Outlet Center and the Outback Steakhouse on your left, you will see a traffic light. Do a 'U' turn at the light, which will take you north on Route 1. Keep right. Just past Tomato Sunshine, you will see the entrance to the Glade. Turn right and Epworth is on your right. You will be able to see Epworth from Route 1.