



Breakwater
ESTATES

PO Box 1056
Havre de Grace, MD 21078

Phone: (302) 227-7878
Board Email: bwehoabod@gmail.com

Executive Board Meeting

April 13, 2024

9:00 am

Hybrid Meeting – Nancy Hewish’s Home and Virtual

The Breakwater Estates Board of Directors held a hybrid Executive Board meeting on Saturday, April 13, 2024, at 9:00 am.

Present at the meeting were Board members: MJ Melah, Lana Warfield, Nancy Hewish, Jeff Trigilio, and Joanne McShalley. Bill Bonn, Brian Eichenlaub and Hector Justiniani attended virtually.

Also in attendance virtually were homeowners Deb Daniels (10 Breakwater Drive), Mary Newcott (15 Lighthouse Drive), Cara Radosevich (10 Lightship Drive), John Simmons (8 Breakwater Drive) and Ann Dommes (21 Beacon Drive).

Call to Order

- MJ Melah called the meeting to order at 9:00 am.

Approval of Minutes – Brian Eichenlaub

- Brian Eichenlaub presented the minutes from the February 27, 2024, Executive Board meeting. No changes were made to the minutes.
 - Lana Warfield moved to accept the February 27, 2024 minutes as written. Joanne McShalley seconded. All approved.
- Brian also presented the draft minutes from the Annual Meeting for review. These minutes will not be approved until the annual meeting in October, 2024. Brian asked everyone to review the minutes and email him any corrections. He will then have them posted on the two community websites for all in the community to review and make any changes before the meeting in October. Thank you.

President’s Report – MJ Melah

- Dead arborvitaes at the main entrance off Munchy Branch have been cut down. Also, refreshed the white stones at both entrances. Thank you all who volunteered your time and effort!!!
- The homeowner at the entrance next to the Munchy Branch sign has also done a lot of work with clearing the overgrowth at the property. Thank you!!!
- We have a new homeowner at 6 Beacon Drive. Welcome to the community! 11 Lighthouse Drive is on the market and under contract with settlement in May.

- A resident inquired if they could have their own yard sale separate from the community yard sale. Yes!
- MJ signed the contract with Casella Waste Systems on February 1, 2024. This is the approved trash vendor for the community and all are asked to use Casella – with the reduced cost!
- The ad hoc Short Term Rental Committee ended after the community vote. Thank you all who served on the committee.
- 8 Breakwater Drive is complete!!! Congratulations on your new home John and Maureen!!

Treasurer’s Report – Jeff Trigilio

- Hector Justiniani said the March, 2024 financials were not yet available, so Jeff Trigilio reported the community balances as of 2/29/24:

\$28,711.59	Working (Operating) Fund – HPS – Sea Coast (SC) Bank
\$289,323.97	Reserve Fund – Fulton Bank [\$10,031.21 Cash] Quickbooks/GreenDot Bank [\$71,985.00 Cash] and four WSFS CD’s \$51,826.94 each for a \$207,307.76 total]
\$318,035.56	Total

- CD’s – The four CDs have been renewed in January, 2024 at a fixed rate of 4.879% APR and they next mature on 12/8/24. In February, 2024 a new account was opened with Quickbooks/GreenDot Bank and \$71,985 was transferred from Fulton Bank. This new account has a higher rate of return, currently at 5% but it is a variable rate so Jeff is keeping an eye on the account in case the rate changes.
- Fortunately, we have not had any snow removal costs this year, thus easing the strain on a very tight budget.
- It may be possible to move our street lights to LED lights saving the community on electrical costs. Our electrical costs have been gradually increasing.
- Some communities who have made this switch are Summer Crest and Woods Cove.
- HPS charges the community a \$10/month for a storage box for storing community files. We now store them at MJ’s home, but yet the community is still being charged the fee. It is part of the contract fee and cannot be removed – even though the box is empty.

Fun Committee – Joanne McShalley

Joanne McShalley had several updates:

- The Community Yard Sale will be held again on Saturday, May 18, 2024, the Saturday before the Labor Day weekend. This will be followed by the Summer Kickoff party, which will be on the same date later in the day. Rain date will be on Sunday, May 19, 2024.
- Fall yard sale will be held on the Saturday after Labor Day weekend, September 7, 2024.
- We will also be hosting a 4th of July Parade once again! It will be on Thursday, July 4, 2024! Looking forward to everyone participating and celebrating our Nation’s birthday!!!
- Want to have an outdoor movie night or several this summer – Dates TBA.
- Start a beautification committee.

- Deb Daniels suggested to have a meeting for the Fun Committee to plan out some of these events so it doesn't all rest on Joanne.
- Like to start a small vegetable stand by the mailboxes for those who have vegetable gardens and have extras to share with neighbors.
- Don't forget to join the Breakwater Estates Facebook page and share events or family milestones occurring with community members!!!

New Business

- **Accessory Dwelling Units (ADU)** – Lana Warfield updated everyone on the new Sussex County guidelines on Accessory Dwelling Units (ADU). Reviewing our covenants, it looks like BWE is covered with the new rules.
- **Wire Grass Maintenance** – Bill Bonn would like to remind homeowners about wire grass maintenance. Even though we, as a community, treat for wire grass twice a year, it never stops growing. So if homeowners remain vigilant and treat for wire grass between treatments, that would be a great help. Thank you.
- **Road Repairs** – The road at the end of Breakwater Drive towards the cul-de-sac, is being broken up by roots. We are moving forward to repair the road in this area and seal the cracks in the community roads. Bill and MJ will secure quotes from Matt's Paving and other paving companies.
- **Refreshing Stones at Community Signs** - Barb Provenzano and Bill Bonn will be purchasing more stone to match the existing stone to refresh the signs at our entrances.
- **Repainting Community Signs** – Bill Bonn and Barb Provenzano will be repainting our entrance signs. THANK YOU Bill and Barb!
- **Second Quarter Newsletter** – Any ideas or contributions, please send to MJ. Thank you!

Next Meeting – The next Executive Board meeting will be July 13, 2024 at 9:00 am. The meeting will be a hybrid meeting - in person for Board members who can attend, and virtual for residents wanting to attend.

Meeting adjourned at 10:28 am – Brian Eichenlaub moved to adjourn, and MJ Melah seconded the motion. All approved.

Respectfully Submitted,

Brian Eichenlaub
Secretary, Breakwater Estates



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EXECUTIVE BOARD MEETING AGENDA

April 13, 2024

9:00 am

Hybrid Meeting – Nancy Hewish’s Home and Virtual

1. Call to Order
2. Approval of Prior Meeting Minutes (2/27/24)
3. President’s Report
4. Treasurer’s Report
 - a. March Financials
5. Fun Committee
6. Old Business
7. New Business
 - a. Accessory Dwelling Units
 - b. Wire Grass Maintenance
 - c. Road Repair
 - d. Entrance Sign Maintenance
 - e. Second Quarter Newsletter
8. Adjourn