



Breakwater ESTATES

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Breakwater Estates

Executive Board of Directors Meeting Minutes
Saturday, January 13, 2024
9:00 am

The Breakwater Estates Board of Directors held an Executive Board meeting virtually on Saturday, January 13, 2024, at 9:00 am.

Present at the meeting were Board members: MJ Melah, Brian Eichenlaub, Bill Bonn, Lana Warfield, Nancy Hewish, Jeff Trigilio, Joanne McShalley and Hector Justiniani, HPS Property Manager for Breakwater Estates.

Also in attendance were homeowners Mary Newcott (15 Lighthouse Drive), Audry Bawley (13 Lighthouse Drive) and Dana Dembrow (8 Lighthouse Drive).

Call to Order

- MJ Melah called the meeting to order at 9:04 am. MJ welcomed our three homeowners joining the meeting also.

Approval of Minutes

- Brian Eichenlaub presented the minutes from the July 8, 2023, Executive Board meeting. No changes were made to the minutes.
 - Lana Warfield moved to accept the July 8, 2023 minutes. Nancy Hewish seconded. All approved.
- Brian then presented the minutes from the July 26, 2023, Executive Board meeting. No changes were made to the minutes.
 - Lana Warfield moved to accept the July 26, 2023 minutes. Nancy Hewish seconded. All approved.

President's Report

- MJ Melah informed everyone that it has been very quiet this past quarter – only a few queries and a noise complaint, which was resolved.

Treasurer's Report

- Jeff Trigilio reported the community balances as of 12/31/23:

\$24,352.20	Working (Operating) Fund – HPS – Sea Coast (SC) Bank
\$281,873.86	Reserve Fund – Fulton Bank [\$81,873.86 Cash] and four WSFS CD’s \$50,000 each for a \$200,000 total]
\$306,226.06	Total

- CD’s – The four CDs have matured. They will be renewed at the present rate of 5% for 11 months at WSFS.
- We have \$3,000.00 more money added to our account due to the collection of late fees, fines and past quarterly dues.

Committees

➤ Short Term Rental Survey

- MJ reported the short-term rental survey was send out to the community on December 31, 2023. Responses are due by the end of January 31, 2024. Currently (1/13/24), we have had 25 responses. The proposals are listed below.
 - The responses thus far are:
 - 5 votes for choice 1
 - 4 votes for choice 2
 - 5 votes for choice 3
 - 11 votes for choice 4

Proposal 1

1. **Current owners** of homes or lots are exempt from any rental restrictions except for current covenants already in place. These rights may not be conveyed to future property owner of any kind (including corporations, trusts, heirs, and all other buyers).
2. All **new owners** in BWE, from the date of adoption of this amendment, must wait for a period of two (2) years before they may rent their home or any portion of their home. After two (2) years, this rental restriction no longer applies to new owners.

Proposal 2

1. **Current owners** of homes or lots are exempt from any rental restrictions except for current covenants already in place. These rights may not be conveyed to future property owners of any kind (including corporations, trusts, heirs, and all other buyers).
2. All **new owners** in BWE, from the date of adoption of this amendment, must wait for a period of two (2) years before they may rent their home or any portion of their home. After the two (2) year waiting period, the minimum rental period shall be no less than 90 consecutive days to the same renter(s).

Proposal 3

1. **Current owners** of homes or lots who are not renting their homes prior to the adoption of this amendment change, may rent their homes or a portion of their homes for a minimum rental period of 90 consecutive days to the same renter(s).
2. **Current owners** of homes or lots who have been actively renting their homes or a portion of their homes for a period less than 90 consecutive days prior to the adoption of this amendment change, are not subject to the 90-day minimum rental period. This exception does not apply to future property owners of any kind (including corporations, trusts, heirs and all other buyers).

3. All **new owners** in BWE, from the date of adoption of this amendment, must wait for a period of two (2) years before they may rent their home or any portion of their home. **After the two (2) year waiting period**, the minimum rental period shall be no less than 90 consecutive days to the same renter(s).

Proposal 4

No changes to the Breakwater HOA amendments.

Joanne McShalley and MJ said they will be sending out reminders weekly to those who have not yet voted. The reminders will only go to those folks who have not voted. Joanne also mentioned she will put out a reminder on the BWE Facebook page. Any comments left on the surveys will be forwarded to Joanne who will compile them.

➤ **Fun Committee**

Joanne McShalley had several updates:

- The yard sale will be held again on the Saturday before Memorial Day, May 25, 2024.
- Summer Kickoff party will be on the same date later in the day.
- Fall yard sale will be held on the Saturday after Labor Day, September 7, 2024.
- Want to have an outdoor movie night or several this summer – Dates TBA.
- Start a beautification committee.
- Form a group of folks who would like to create welcome baskets for new homeowners to Breakwater Estates.
- Like to start a small vegetable stand by the mailboxes for those who have vegetable gardens and have extra to share with neighbors.
- We will also be hosting a 4th of July Parade once again! Looking forward to everyone participating and celebrating our Nation's birthday!!!
- Don't forget to join the Breakwater Estates Facebook page!!!

Old Business

- **Board Elections** – MJ asked about the officer positions from the newly elected Board members. All the current officers agreed to continue in their current positions.

The Officers and Board members are:

- MJ Melah – President
- Bill Bonn – Vice President
- Brian Eichenlaub – Secretary
- Jeff Trigilio – Treasurer
- Lana Warfield – Board Member
- Joanne McShalley – Board Member
- Nancy Hewish – Board Member

Thank you all for agreeing to the officer positions!

- **Future Board Meetings** – Since Board meetings could be now held in person, and because in the past the Board members use to meet at members' homes, the issue came up about number of people attending and whether the host's home could accommodate all of these people. With the seven board members and the HPS representative, we have a total of eight. If community members, who are welcome, decide to join the meeting, the host may not have room for a greater number of folks.

Discussion occurred and it was decided to try and hold the meetings in person. Any community members who would like to attend or board members who could not make it in person could attend virtually. So, we will have a computer connection set up for a virtual inclusion and the meetings will be hybrid – in person for board members and virtual for others wanting to join.

- **Date for Annual Community Meeting** – Discussion occurred to pick the next Annual Meeting. The decision was made to have it on Saturday, October 5, 2024, starting at 9:30 am at the Lewes Library. Hector will contact the library and make a reservation to secure the meeting room.

New Business

- **Board Meeting Dates for this year:**
 - ✓ January 13, 2024
 - ✓ April 13, 2024
 - ✓ July 13, 2024
 - ✓ October 5, 2024 (Annual Community Meeting)
- **Annual Community Meeting Date** – Will be in person at the Lewes Library on October 5, 2024 starting at 9:30 am. Doors will be open by 9 am. Hector will contact the Lewis Library and make the reservation.
- **Eight-foot Fences** – Discussion occurred about allowing eight-foot tall fences on the perimeter of the community if the homeowners wanted them. Discussion occurred and was decided not to move forward with this because these higher fences would also affect the properties of other homeowners, who may not want these fences backing up against their properties.
- **GoFiber Cable** – GoFiber Cable sent a form letter and contracts to our property management company, with urgent deadlines and requests to sign and return the contracts right away. Copies of these documents were forwarded to the Board. During discussion, it was learned this is a new company that is trying to move into the area and that is using this aggressive marketing to expand their network. No other contact was made to our community. It seems to look very much like a phishing scam and was decided not to engage.
 - If any neighbors see any non-authorized company (including Go Fiber Cable) marking up property or digging in our community, please call the police and the property management company and report this and to stop unauthorized construction.
- **Delmarva Power Phone Call Scam** – Lana shared that she received a phone call from someone who said they were from Delmarva Power, and it also identified on her phone as Delmarva Power. The caller said they were going to disconnect her service due to a new billing service and Delmarva Power was not receiving her payment. They wanted Lana to send money to them to stop the fake disconnection. It was a scam and Lana reported the call to Delmarva Power. Please be aware and never pay anyone who contacts you over the phone. Call the actual company on your own and verify.
- **Beautification Committee** – Joanne suggested several projects for community members to create a committee to work on a spring cleanup of the neighborhood. The slate stones comprising the walls surrounding our two signs are falling down. The signs need refreshing, and adding new white stones and flowers would help the appearance. The committee wishes to improve our two entrances and is looking for volunteers. It will put out a message in the February, 2024 newsletter.

➤ **Next Meeting** – The next Executive Board meeting will be April 13, 2024 at 9:00 am.

Meeting adjourned at 10:18 am – Brian Eichenlaub moved to adjourn, and Lana Warfield seconded the motion. All approved.

Respectfully Submitted,

Brian Eichenlaub
Secretary, Breakwater Estates



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BOARD MEETING AGENDA

January 13, 2024, 9:00 AM

Google Meets

1. Call to Order
2. Approval of Prior Meeting Minutes (07/08/23 and 07/26/23)
3. President's Report
4. Treasurer's Report
 - a. December Financials
 - b. CDs
5. Short Term Rental Survey
6. Fun Committee
7. Old Business
 - a. Board Elections
8. New Business
 - a. Upcoming Meetings
 - b. Annual Meeting Date
 - c. Eight-foot fences
 - d. GoFiber
9. Adjourn