

The Refuge
Board Meeting Minutes
16 August 2022

Called to order 7:04 PM

Adjourned 8:12 PM

Attendees:

Sam Mikitarian	Mark Palmer
Ray Newman	Marcia Lytton
Missy Cordero	Mike Randolph

Action Items:

- A. Missy will work with Pleasant Places to determine the new rates and work with Ray to bring payments up to date.
- B. Sam will get contact information for Lake Doctors and Pleasant Places to Mark and Missy.
- C. Missy and Mark will review the standards for solar panels and report back to the Board by 30 August for a decision on Woody Fields' ARB request.
- D. Mark and Ray will coordinate on Lake Doctor's billing and deliverables.
- E. Sam will deliver the signed Preservation Lane maintenance proposal to Dan DeLancey, set the schedule with him, and inform the community.
- F. Marcia will regroup with Sam to determine next steps in researching a switch to electronic documentation.
- G. Sam will contact AH4R regarding the outstanding \$50 for 8669 RPC.

Discussion Items:

1. Previous Meeting Minutes
 - a. Minutes from the July meeting were reviewed prior to the meeting and approved.
2. Board Member Replacement
 - a. Sam confirmed Bob McClellan has stepped down as Maintenance Chair
 - b. Sam requested Board members to talk to neighbors to find a replacement
 - c. Redistribution of Bob's duties was discussed.
 - Missy asked if a teenager, specifically her son, could take responsibility for the communication board at the entrance. The Board approved this since he would be under her supervision.
 - Missy volunteered to handle Pleasant Places. She will work with them to determine the new rates and work with Ray to bring payments up to date.
 - Mark volunteered to handle Lake Doctors
 - Sam will get contact information to each
3. Budget Update – Ray Newman
 - a. Ray is tracking shortfalls in the budget due to delinquent dues.
 - The one delinquent owner has contacted Sam and repeated his promise to pay.
 - Sam will contact AH4R again regarding the outstanding \$50 for 8669 RPC.
 - b. Ray asked the board members about billing practices from Lake Doctors in order to be sure he was handling invoices properly. Board members confirmed that he was.
 - c. Ray and Mark agreed to coordinate with each other on Lake Doctor's contract deliverables and billing
 - d. Numberkeepers – Ray continues to identify potential replacement candidates

- e. Sam asked the Board to be thinking about FY 2023 priorities, pitfalls, and plans
 - f. Sam stated the board would look at a first draft of the 2023 budget in September, and set a goal to finalize it by the end of October so it could be distributed to the community for consideration well ahead of the annual meeting.
 - g. Sam will follow up with American Homes 4 Rent regarding the \$50 outstanding from 2022 HOA Dues for 8669 RPC
4. Landscape Contract – Sam Mikitarian
- a. Playground mulch remains in short supply
 - b. Ask again for Preservation Lane maintenance bid. Focus is now on fence replacement. Sam stated the posts are rotting below ground level, probably due to condensation or seepage from the irrigation system's water lines. He is proposing the new lines be placed above ground, attached to the posts instead of around them. He and Missy will consult Pleasant Places on the validity of this approach.
5. ARB – Missy Cordero
- a. The Board previously approved RJ Thonne's request to use stamped concrete to achieve brick finish on driveway at new house
 - b. Missy received a new request from Woody Fields to install solar panels on his house. Missy and Mike will review the Standards for PV Solar (found at <https://www.refugeatwhitehall.org/download.html>)
 - Missy and Mike will report their findings/recommendations back to the Board by 30 August.
 - Meeting with Missy, Mike and Sam to take place at 8649 RPC at 7:00PM, 8/30/22. Woody Fields will attend the first portion of the meeting to show examples of the material he would like to install.
 - c. Sam informed the board that new neighbors Kirk Kilgore and Cynthia Jones have moved into 8529 Refuge Point Circle (Ellie Bellinger's former home). Sam has introduced himself to the neighbors and has provided them with a welcome letter and a copy of the Covenants.
6. Preservation Lane Maintenance – Sam Mikitarian
- a. Sam received two quotes from Dan DeLancey aka: "Dan the Man" on repair. Basic grading/smoothing for \$650. The other quote was \$4,000 for regrading/smoothing then adding 72 tons of pea gravel, slag, and limestone. When this gets wet it will solidify.
 - b. The second option will take entire budget and reserve.
 - c. The board approved the second option.
 - d. Sam will sign the proposal, set the schedule with the vendor, and inform the community.
 - e. Sam read two emails to board members to underscore the difficulty in securing contractors to maintain the lane. These emails are attached as Addendum A and B.
 - f. Sam then brought up the petition currently circling the neighborhood for the HOA to relinquish the responsibility for road repair/maintenance to the owners of the homes on Preservation Lane. He quoted sections of the Covenants and Bylaws defining Property Owners' Lane maintenance responsibilities, the HOA's lane maintenance

responsibilities, votes needed to implement a change to the Covenants, and authority of the Board to transfer the maintenance task to another entity.

- g. Also mentioned was the fact that owners on Preservation Lane are supposed to have a committee that reports needed repairs to the Board on a quarterly basis. This has not been done in a very long time.
 - h. During discussion, several points were made on both sides of the issue. Additionally, possible courses of action by the community at large, Preservation Lane property owners, and the HOA Board were discussed.
 - i. It was agreed that no decisions were to be made until (or if) the petition is formally brought before the board.
 - j. .
7. Collaborative Software research update – Marcia Lytton
- a. Marcia will regroup with Sam to determine next steps after reporting some options to the Board at the July meeting.
8. Next board meeting
- a. 20 Sep 2022, 7:00pm at 8649 Refuge Point Circle
9. Meeting adjourned

Addendum A: email from Angi.com

Summary: Angi.com is a nationwide internet resource for matching contractors to jobs. This service was unable to recommend contactors to maintain Preservation Lane.

On Fri, Aug 12, 2022 at 1:12 PM Robert McClellan <mccler_r@bellsouth.net> wrote:

No one found on Angi list willing to take on project of PL.
Bob

Sent from Yahoo Mail for iPad

Begin forwarded message:

On Friday, August 12, 2022, 12:50 PM, Drew Carlson <drew.carlson@angi.com> wrote:
Hi Robert,

I wanted to reach out to you and let you know that we really appreciate you trusting us with your home project. We have been working tirelessly to find a contractor that will be able to handle the needs of the project.

Unfortunately, at this time we have been unable to reach a contractor willing to take on this project. We apologize for any inconvenience that this may cause, we will refund you the deposit and wish you well in your continued search for a contractor able to handle the project needs.

--

Drew Carlson
Project Advisor
(631) 210-6566

Addendum B: email from RJ Thonnes

Summary: RJ Thonnes is a builder of higher-end homes. None of his contacts in the area showed interest in maintaining Preservation Lane

On Mon, Aug 8, 2022 at 11:17 AM RJ Thoennes <RJ@rembrey.com> wrote:

Hey Sam. Sorry for just getting back to you. I've been trying to see if I can find someone that could help you out. Unfortunately, I couldn't find anyone at this time who would be able to assist. Home advisor/Angi could provide a good contractor I am sure. Please let me know if I can try and help with anything else

From: Sam M <sam.mikitarian@gmail.com>
Sent: Thursday, August 4, 2022 3:45:26 PM
To: RJ Thoennes <RJ@rembrey.com>
Subject: Re: Can you recommend a road grader?

Thank you. I really appreciate it.

On Thu, Aug 4, 2022 at 3:32 PM RJ Thoennes <RJ@rembrey.com> wrote:

I am not sure I know of anyone that does that kind of work. I will ask our grader and our concrete guy if they would like to do that work or know anyone.

From: Sam M <sam.mikitarian@gmail.com>
Sent: Thursday, August 4, 2022 3:21 PM
To: RJ Thoennes <RJ@rembrey.com>
Subject: Re: Can you recommend a road grader?

Short term: I'm just looking for someone to smooth out the existing surface. Once now, and once again before the end of the year.

Long term: resurfacing is the responsibility of the property owners. I know they'd like to see it done, but in the past they haven't been able to agree to paying for the job. If one of your guys can give an estimate, that might get the ball rolling again.

On Thu, Aug 4, 2022 at 3:15 PM RJ Thoennes <RJ@rembrey.com> wrote:
Are you looking for asphalt or concrete?

From: Sam M <sam.mikitarian@gmail.com>
Sent: Thursday, August 4, 2022 3:12 PM
To: RJ Thoennes <RJ@rembrey.com>
Subject: Can you recommend a road grader?

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Hello RJ,

Preservation Lane is a common driveway shared by 10 homes in our neighborhood.

The traffic and heavy rains have taken a toll on it, and now potholes and bumps need to be smoothed out.

Can you recommend someone who can do that job at a reasonable price?

Thanks,

Sam