

**Habitat 1 Section A
Board Meeting Minutes
November 21, 2024**

The Board of Directors meeting for Habitat 1 Section A was held on Thursday, November 21, 2024 at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Larry Thomasson	Vice President
Patrick Schmitt	Treasurer
Matthew Infantino	Owner, 2067 Happy Lane (present until 7:19 PM)
Andrea Merchant	Brodie Management
Brittany Stoltzfus	Transcriber

- I. Call to Order: Mr. Olney called the meeting to order at 7:02 pm. A quorum was established.
- II. Owner Forum: Mr. Infantino explained he misread the original height approval for his deck architectural change request; however, he does have the contractor scheduled to come out Monday to correct the height. Mr. Infantino reported his previous deck was 52", several other decks are 52" and asked why it must be 42". The AA County Code lists the maximum deck railing height as 42", anything higher is a privacy screen which is not standard in the Habitat Documents and cannot be approved now to preserve conformity. This Board cannot attest to what past Boards have approved and will only follow the approved AA County Code regulations as well as the Habitat Documents. There is no way to dispute the decision of a maximum height of 42" due to AA County Code. Any other owner requesting to replace their deck will be required to conform with the 42" standard also. Mr. Infantino signed off the meeting at 7:19 PM.
- III. Minutes:
 - Mr. Schmitt made a motion to approve the October 17, 2024 Board meeting minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Schmitt made a motion to approve the October 17, 2024 Closed session minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Schmitt made a motion to approve the October 17, 2024 Budget meeting minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- IV. Financials:
 - Ms. Merchant will confirm with accounting that the close out payment for 1720 Leisure was received.
 - There were no questions on the October financials.
- V. Management Report:
 - 1735 Leisure Roof – Upon review of photos provided by the owner and Katchmark, it appears there are several issues with this roof that have occurred since the roof was done in 2012 (satellite dish damage, indentation near ridge, poor sheeting). The Board agreed to make this the priority roof to be replaced in 2025 and Management was directed to request a bid to lock in the price and get on the contractor's schedule for early spring 2025.

- 2035 Aberdeen Drive Siding – The owner reported holes in the siding. Management notified the owner that a group of similar repairs will be made together in 2025.
- 1701-1707 Aberdeen Court Roof – The roof replacement was complete, the final report with photos was sent to the Board.
- Ruppert – The last received report was sent to the Board on October 29th. Ruppert was on site today and their newest report is expected soon. Ruppert did notify Management that they will be back tomorrow to finish clearing the leaves. The dead bush at 2069 Happy was removed. The tree by 1703 did not need to be removed in order for the swale to be installed, a root was cut but it was not expected to damage the health of the tree.
- Snow Contract – The proposed snow contract was reviewed. Mr. Olney noted only one concern, the cancel penalties are too extreme (3 months or 20% of the remainder of the contract). It needs to be clear in the contract that work should not be performed without notification from Mr. Olney or Mr. Schmitt to Ms. Merchant who will then provide in writing what work is being requested to Ruppert. Mr. Schmitt made a motion to approve the snow contract with the confirmation that work will not be performed without a written request from Management and the cancellation penalties are removed from the contract. The Board agreed.
- Urgent trimming – Ruppert provided a proposal a few months ago for ~\$11,000 to rejuvenate/cut back overgrown greenery throughout the community. Ms. Merchant was asked to confirm the price is still valid and indicate to Ruppert the current plan will be to address that plan in the spring.
- Tree Grant – The deadline to apply for the grant money from AA County to plant trees is January 25th. Mr. Schmitt will recirculate the package for the Board to review. Mr. Schmitt would like to submit a proposal to plant 5-10 new trees.
- Fidelity Insurance Bond – The proposed insurance policy for fidelity through Hartford recommended by the insurance broker Schoenfeld was included in the Board package. The fidelity policy is legally required, and the policy amount is determined by how much money is in the reserve account plus 3 months of assessments. The crime policy is not required but is good to have. Several companies have stopped providing fidelity policies to Condo Associations. Mr. Schmitt voiced concern with personal experience with the Hartford through another Association. Ms. Merchant recommended inviting the insurance agent to attend the January meeting to answer questions. There was further discussion of the current coverage and whether it is sufficient and the change in State Farm agents. Mr. Schmitt will compile all Board questions and send them to Ms. Elmore for review.
- 2062 Happy Lane – JMJ completed repairs to the front door. Ms. Merchant was asked to check the original proposal to make sure the contractor did not charge for a new door.

VI. Old Business:

- Towing – Ms. Merchant signed the towing contract. The signs were on backorder but are expected the first week of December. The towing company will replace the old signage and install new signs where Mr. Olney requested them.
- Nail pops/painting from roof replacement – 1701 does not have any damage needing repair, 1703 does have some nail pops and the ceiling will need to be painted. Ms. Merchant was asked to reach out to the other units in the building to see if repairs are needed and coordinate for those units where repairs are needed.
- Comcast Cable – FYI the contractor installing the swale cut some Comcast cable. Comcast did come out after 2 days and ran new cable; however, there is wire running across an open sidewalk. Ms. Merchant was asked to get information from Mr. Olney and follow up with Comcast to make sure that the wire is buried/relocated.

- There was discussion about the protocol to have interior inspections done prior to providing sales packets when a unit is being sold. Ms. Merchant was not aware interior inspections were required, only exterior inspections. There was also discussion about what items Management needs to look for when completing both the interior and exterior inspection. Ms. Merchant recommended verbiage be added to the documentation when an owner is requesting a sales package to ensure that whoever the Manager is, the required inspections will be completed prior to releasing the package.
- 2050 Happy ceiling crack – Ms. Merchant will confirm that JMJ is scheduled to complete the repairs; Mr. Olney believes JMJ rescheduled for November 29th.
- 2056 water intrusion source – Ms. Merchant will resend the report received from Roger McGraw regarding the water intrusion source. There is concern the deck above was not installed properly which led to the leak and the Board wants to ensure that does not happen in the future at other units.

VII. **Adjournment:** With no further business to discuss, Mr. Olney made a motion to adjourn the meeting at 8:55 pm. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A is scheduled for December 19, 2024 time TBD either 6:00 PM or 7:00 PM via Zoom conference call.

These minutes were recorded and transcribed according to accepted business practice and were read/edited for accuracy by the Board prior to distribution.
Habitat 1 Section A, November 21, 2024

Approved as written: Richard B. Olney Date: 12-19-2024

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.