

Cornwallis Hills Property Owners Association Meeting Minutes

October 5, 2017

Holiday Inn Express 7pm

Present: Robb English, Kevin Mintz, Michael Senger, George Higgins, Paul Lowe, David Scanga, Al Soulier (Property Manager).

Absent: Ben Fisher

Guests: Bill Evans, Gayane Chambless

The Cornwallis Hills Emergency Preparedness Team met from 6-7pm to continue planning and developing our community preparedness plan.

7:06pm meeting called to order.

I Closed session. canceled

II. Approval of September minutes. "Yeargan" Add Carrie's last name. Robb motioned to approve SEP17 minutes with the edit of adding "Yeargan" to Carrie's name.

III. Old business

- A. Sign for park. Discussion ensued about specific time to put on the. "Park is open from 7am to 10pm year round." David motioned to to approve, Paul seconded; motion passed. Paul motions to have David and Al contact Hillsborough PD to clarify our need to renew the trespass document or is the current agreement still valid, Michael seconded, motioned approved.

IV. New Business

- A. PM report. Second lawsuit moving forward, Oct 17, see Property Manager's report. Discussion about property on corner Bonaparte/Lafayette, should contractor be mowing or owner? Decision was agreed upon to have the contractor continue cutting questionable area. Terry Hackett's needs assessment of Storm Water Needs for Cornwallis Hills was discussed. Summit engineering was contracted to study needs. Summit was looking at water runoff, swales, etc. Cornwallis Hills Stormwater Needs Assessment Map was distributed and suggests that there are priority areas that should be addressed. Discussion ensued about how to continue to move the discussion along. Robb suggested going to a Town Board meeting and asking them for additional information regarding a short term and long range plan to mitigate the stormwater issues in. David discussed drafting a letter for membership to address and make them aware of where we are in terms of talking to the Town.
- B. Property Manager employment contract. Discussion regarding renewing the Property Manager's contract and giving the current Property Manager a 3% increase. The board recommends receiving the Property Manager's monthly report earlier in the month,

giving the Property Manager periodic feedback regarding their performance. Robb motions to approve contract and give the current Property Manager a 3% increase, Kevin seconds, motion approved.

- C. Maintenance and Improvements. Old landscape contractor is done, he did do some minor grass work. The new landscape contractor has begun as of October 1st. Kevin, Jamie, Nephew, and Bill Evan's completed the installation of the battle field fence in one day. The Board acknowledged their appreciation and work for getting the fence installed.
- D. Financial report. George presented the 2018 budget to board for approval. George explained Five year funding analysis. George motioned to raise funding threshold to 5%, Kevin seconded, motioned approved. Kevin motions to approve 2018 budget, David seconded, motion approved.
- E. Election for board seats coming up. Five positions will be vacant. All open except George and Ben.

V. Meeting adjourned at 9:42pm.