

CORNWALLIS HILLS PROPERTY OWNERS ASSOCIATION
REGULAR MEETING MINUTES
February 2, 2017
Holiday Inn Express

Board Members Present: David Scanga, Kevin, Mintz, Ben Fisher, and Robb English

Board Members Absent: George Higgins, Annette Shambley, and Michael Senger

Property Manager: Al Soulier

Guests: John Akerley, Bill Evans, Gayane Chambless

Meeting called to order at 7:10pm and a quorum was confirmed.

- I. **Review and approval of January 2017 minutes:** Discussion about revising minutes to reflect correct date for FEB17 meeting and adding Carrie Yeargan to FEB guests. **RE moved to approve FEB17 minutes DS seconded, JAN17 minutes approved.**

- II. **Public Comment session:** Gayane gave a history of Cornwallis Hills neighborhood watch program. Reported that Cornwallis Hills currently has three CERT trained Members and there's an opportunity for more to be CERT trained if other residents were Interested. Gayane is currently hosting quarterly meetings and members of the HPD were invited and came to the JAN17 meeting to discuss recent neighborhood crime, various incidents of calls to HPD, and ways to prevent crime. In recent months, there have been a rash of vehicle break-ins. HPD encourages town residents to call 911 if they see any suspicious activity, feel a threat to their personal safety or the safety of others, see or notice property damage; they are here to serve and protect and they will come out and investigate if they are called. Gayane encourages residents to say something if they see something or hear something suspicious or out of the ordinary.

- III. **Old Business -**
 - A. **Tree policy revision:** Brief discussion about potential changes to policy to allow residents more flexibility maintaining trees on their property with limitations. Kevin suggested adding some language to policy regarding MAP stream boundaries. David will prepare a draft of policy revisions to share with board. No action was taken regarding policy revision; action tabled until MAR17 meeting.

 - B. **Signs for the parking Pad:** Board discussed need for parking pad signs. Cost of new parking pad signs has increased about \$100 from original quote, signs will be installed in a couple of weeks. **DS motioned to approve increase for signs and to purchase and print new signs, BF seconded; motion approved.**

 - C. **Birdhouse at Park:** Board felt that a birdhouse would be a nice addition to the park and

a way to repurpose the old LL post without having to dig it up. Discussion resumed about Suzy Zarzar's willingness to donate a birdhouse for the park if board approved it installation. Robb said he'd contact Suzy to see if she was still interested in donating birdhouse or board would purchase one from credit union if not. Kevin Mintz and Bill Evans volunteered to assess what would be needed to install the birdhouse and devise a plan for installation.

IV. New Business -

- A. Variance for Andrew Beisemeier:** The Board discussed Andrew's request for a Variance and decided that a variance was not necessary. **BF motioned to draft a letter to Andrew stating a variance was not necessary but he would need to agree to abide by the conditions he requested in his variance request; and a letter would also be sent to Steve stating the boards decision regarding the variance request. KM seconded; motion approved.**
- B. Stormwater meeting agenda:** There will be a meeting at Kim Deweese's house on Sunday, 12FEB17 to discuss the CHPOA board's presentation to the Town Board regarding stormwater runoff issues in Cornwallis Hills. Al has put together a presentation outlining concerns and pictures from various areas in the neighborhood. Al will notify residents about the meeting at Kim's and invite residents to attend if they have any stormwater questions or concerns.
- C. Violation Issues:** Al reported an increase in the number of resident complaints regarding residents parking in yards. Al will address complaints with violators. The Board discussed some concerns with the landscape contractor not fulfilling his duties in the contract for services.

V. Committee reports -

- A. Architectural Committee:** No report.
- B. Finance Committee:** No report.
- C. Maintenance and Improvements:** Discussion regarding posts at Park needing some repair, signs, and landscape improvements.

VI. Adjournment: DS motioned to adjourn at 9:38pm, BF seconded; motioned Approved.

**** Next meeting is Thursday, March 2, 2017 at 7:00pm at the Holiday Inn Express.**