

**General Board Meeting Minutes**  
**15 September 2019**



Meeting called to order at 10:05 am. Trustees in attendance:

Theresa DeCero, Carol Hatz, David Herwig, Jeff Thimm, Joe Finlaw

**August General Meeting Minutes**

- August General Board Meeting minutes were approved – motion by Herwig, second by Hatz; all in favor.

**Treasurer's Report**

- August payables – Operating expenses totaled \$48,464 including \$4,500 for bulk trash pickup and disposal, and \$1,759 for a replacement septic system pump.

Operating	\$256,423
R&R	<u>\$407,944</u>
YTD Total	\$664,367

- The Treasurer's Report was approved – motion by Thimm, seconded by Finlaw; all in favor.
- Condo fees – a \$50/quarter increase in condo fees was presented and discussed; the fees associated with the increase will be directed to the R&R account to fund upcoming significant projects (pool deck replacement, roads rehabilitation and repaving, subsurface infrastructure repairs). The rate increase will become effective 1 January 2020. Motion to approve by Herwig, seconded by Thimm; all in favor.

**Theresa DeCero**

- With Tom Angelucci's resignation from the Board, the 5<sup>th</sup> highest vote getter (Barry Vogt) was appointed to the Board to serve the remaining 1 year of Tom's term. The Board thanked Tom for his service to the community.
- An Advisory Committee has been established to look into potential improvements to the area between the pool and Fun Lake. Members of the Committee include Mark Pinero, Tony Perillo, Chris Losciavo, Bob Hatz, and Dave Tarone with Dave Herwig serving as Board-Committee liaison.
- Re: increased electric costs – upon review of billing information BC's kW usage actually went down in 2019, but usage rates increased, resulting in the \$11,000 annual cost increase. Atlantic City Electric is slated to conduct an energy conservation survey on 24 September.

**Joe Finlaw**

- Requested residents to fill out and return the blue Owner Information Forms and pink Suggestion Forms.
- Please sweep stones back into your driveways, as stones in the street cause issues to walkers and runners in the Park.

**Carol Hatz**

- House identification numbers are Department of Health and Fire Code requirements, and should be prominently displayed and easily visible from the street. Please ensure your house numbers comply with these requirements.



### **Jeff Thimm**

- Plans to focus on infrastructure issues and planning, and will be involved with the Crane Road drainage swale project.

### **David Herwig**

- Between now and 1 April 2020 the Board will be reviewing our By-Laws and Rules and Regulations documents with our Attorney to clarify inconsistencies and identify potential revisions. Any changes to the By-Laws document will be highlighted and distributed to all Unit Owners prior to voting on their acceptance.

### **Mike Pangburn**

- Drainage project along Crane Drive – to further aid in diverting stormwater run-on from Route 9, plans have been approved and work is slated to begin 17 September to install a drainage swale from the two basins along common property on Crane to the drainage ditch beyond Ibis.
- Trimming trees/bushes along streets – as a safety enhancement, homeowners with vegetation that impedes clear view along streets and intersections have been sent an e-mail identifying same, with a suspense date of 30 September to trim affected areas.
- Insurance – another contractor was found trying to enter/work without having/submitted the required Certificate of Insurance; Unit Owners were reminded of their responsibility to have their contractors provide C/I documents to the Office before the start of work.

### **Committee Reports**

- Social Committee – no report.
- Garden Club – Cheryl Murphy identified areas for next year's plantings as continuation of the Garden Club's beautification program.

### **Old Business**

- None at this time.

### **New Business**

- ARC Reviews:
  - 125 – kitchen and window repairs - approved
  - 310 – raise and rebuild – approved conditioned on finding/establishing one property marker pin

### **Resident Issues**

- Unit 162 (Messina) – Requested clarification on the scope of Crane Road drainage swale work. The scope of work was discussed. Also asked if the BCCA web site can be used to update the community.
- Units 303 (Conway), 293 (Patterson), 207 (Stewart), 18 (DiLullo), 162 (Messina), 173 (Pinero) – raised questions re: the \$50/quarter increase in condo fees. The increased funds will be used to cover costs associated with upcoming significant R&R projects without depleting the R&R fund.
- Unit 309 (Hatz) – commented that \$400,000 in the R&R fund is not sufficient to cover costs associated with the aging park's repair and replacement needs.
- Unit 293 (Patterson) asked if the pickleball court improvements are being made; she was informed that this item is part of the 5-year plan.

- Unit 183 (Sawyer) – suggested that new Unit Owners be required to sign off on a form that they understand their role and responsibilities, including Arch Reviews and trash disposal.
- Unit 174 (Shannon) – remarked that continued improvement of Bayberry Cove is an investment in our property values moving forward.
- Unit 98 (Thomas) – asked if there is a listing of contractors that have submitted Insurance Certificates and therefor approved work in the Park; Carol Sturm can provide that information upon request.
- Unit 76 (Maugeri) – suggested that an example Certificate of Insurance be available for Unit Owners to forward to their contractors; example Insurance Certificates are available from the Office.
- Unit 173 (Pinero) – suggested adding the Certificate of Insurance requirement in the Arch Review document; this will be included in the Rules and Regulations update document.

Meeting was adjourned at 11:35 am – motion by Herwig, seconded by Hatz; all in favor.

*The above minutes represent the undersigned's interpretation and any understanding of what took place at the meeting. Any misunderstanding or misinterpretation should be forwarded to the undersigned - in writing - for incorporation into the minutes.*

Respectfully Submitted,

David Herwig  
Secretary, BCCA Board of Trustees

Enc: Meeting Sign-In Sheets



# General Board Meeting Sign-In Sheet



Unit Owner's Name (Print Please)	Unit Number
DAVE TARONE	139
Tom Angelucci	158
Bob Hatz	309
Sue & Kevin Thimm	255
MARK PINERO	173
JOE STEWART	207
Angela Marano	127
WILLIAM D'EMILIO	205
Steve Donohue	276
Eileen Conway	303
Dotty Baratta	48
TOM SEBASTIAN	46
Judie Ghares	2
LEO THOMAS	98
TIM SHANNON	174

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# General Board Meeting Sign-In Sheet

Unit Owner's Name (Print Please)

Unit Number

Paul Messina 162

Linda Daniels 98A

Ken + Martin Kites # 9

Tom + KATHY CALLOS 105

Cheryl Murphy 116

MARILYN BOBB 270

Carol Patterson 293

Bernice Kutchner

Rich Williams