

Amberfield HOA Minutes

May 21, 2020

Present: Meeting held via WebEx. David, Michael, Nelida, Margarita, Gaston, Dorian, Henry and Glen from Abaris.

- Meeting called to order at 7:07 pm.
- Board **approved** April 2020 minutes.
- Financial Report: Accounting to collect on small amounts. A letter will be sent to individuals that has some marginal sum. A current one lump check will be made by Accounting. Board reviewed email correspondence with Miller Dodson regarding the draft reserve study. Shireen, Abaris CFO, Tom Kunjoo and Dorian had a conference call with Miller Dodson regarding the reserve study. The draft study is being revised based on the discussions during the call and a revised study will be sent to the Board as soon as Abaris receives it. They adjusted the study and added 20% for inflation adjustment. Dorian had requested a margin of error after reviewing the study. They indicated they could not give him that determination. They did indicate they would clean up the reserve study.
- Email received from two residents regarding parking congestion. Board deliberated and agreed parking has been a long standing issue. Recommendation was made by resident to send an email or notice to homeowners with driveways to be considerate and park their cars in the driveway and leave spaces open for those without driveways to park near their homes. The parking is still a first come first serve basis. **Notice to be posted on the web.**
- Potomac Disposal contract was terminated. **New trash company, RRR was able to confirm the pick-up days, Mondays and Thursdays. They will start June 21, 2020. Wednesdays will be recycling day.**
- Abaris sent FSC a proposal to provide a one-time pick up of yard waste on a prescheduled date since the bulk pick up has been suspended by the City of Gaithersburg. Wendy, from FSC indicated only natural debris to be picked up and gave an estimate of \$1500 including dump fees. Board discussed that we have one annual bulk pick-up by the company. **Board decided to wait until June 1st if pick up resumes. No action given to FSC at this time.**
- Email received from Margo Caplan. She is requesting information about the grounds committee and is willing to volunteer and would like to know what it entails. **Dorian to send information regarding the duties and responsibilities of the Grounds Committee Chair to Ms. Caplan.**
- Email from CSG regarding another crack monitor visit was reviewed by Board. They bill hourly for doing the readings/writing the report. The last time they performed the monitoring they charged \$700 plus mileage for a total of \$716.38. According to CSG,

this current monitoring will be close to this amount. Motion made and **approved** for one last crack monitor to be performed.

- Proposal from FSC received to remove 2 large stumps and restore grass in the area. Stump between the 600 block of Suffield Drive close to the Tot Lot. There are two options, one using sod and the other using grass seed. Sod is \$1550 and Seed is \$750.00. **Board approved to grind both stumps and leavings as is. Board decided to leave the area as mulch outside the timber wall.**
- Email received by owner. He has concerns about the increase in dues every year and how it correlates to the work being done on the retaining walls. He addressed the hardship on owners. Board discussed and concluded that increasing dues every year was a requirement to receive the loan to complete the retaining wall project. When the second reserves study is completed, it will be posted on the web for viewing.
- Letter to be sent to 3 Lazy Hollow Drive to cut his overgrown front lawn. A letter was sent last year for the same infraction. Foliage of his backyard is extending over property of next door neighbor. City of Gaithersburg to be notified and check area to see if a citation is to be issued to owner.
- 8 Narrow Lead Court requesting an extension to June 30th to repair roof shingles due to high winds when contractor came to do repairs. Motion made and **approved** by Board to grant extension until June 30th.
- Letter to be sent to the block at Twisted Stalk regarding sustained infractions of leaving bulk trash, paint cans, etc. on common grounds.
- Discussion had on opening of the pool. Governor Hogan has indicated pools will not be opened by Memorial Day. Board agreed to keep scheduling pool inspections and will re-assess the opening of the pools when the county lifts the restrictions.
- Meeting adjourned at 8:10 p.m.

Executive Session

- Board reviewed collection resolution and lawsuit for 303 Leafcup Road. Motion made and approved with one abstaining to proceed as intended with the collection. Owner has not paid for over a year and a half.
- Meeting adjourned at 8:28 p.m.