

Amberfield Board of Directors Meeting  
January 24, 2023

Present: Dave, Neli, Margarita, Gerald, Dorian, Brandan, Tyler, Henry and Kaitlyn from Abaris.

- Meeting called to order at 7:03 pm
- Board **approved** the minutes for October and November 2022 minutes.
- Board **approved** proposal from Goldklang Group for year end 2022 and 2023 audit and tax preparation services for \$3650.00.
- Deborah Moran, Sustainability Coordinator for the City of Gaithersburg discussed the potential change in the recycling schedule. There is a potential change to move to the Slide Day schedule. Our current recycling pickup is Wednesday. If we have a snow day or holiday, the recycling will be picked up the next day. If trash is picked up on Monday and Thursday and if there is a snow day or holiday on that day, trash will be picked up the next day. Residents can download the App Recycle Coach as an email reminder and to inform them of the latest information. Board requested for Ms. Moran to send a postcard of the latest recycling information if changed to a slide day schedule so Gerald can post on the Amberfield website.
- The Homeowner, Ms. Kaiser, asked where on the website she can find the paint color scheme. Henry indicated they have the colors on the Abaris website which is the same as the color scheme the HOA has. Brandan indicated the paint color scheme should be revised to reflect current colors used. **Brandan volunteered to be the paint color scheme coordinator and will research colors to be used and brief the Board with his findings. Once colors are finalized and approved by the Board, they are to be placed on the Amberfield Website for accessibility to residents. Brandan also volunteered to spear head the Neighborhood Watch program.**
- **Below is Email correspondence from owners regarding the status of their 2022 annual inspections:**
- Owner of 236 Lazy Hollow Drive requested an extension to complete work on the exterior of the home until January 20, 2023. Board approved the extension with the contingency the work has been completed. **Abaris was requested to check with the inspection department for completion.**
- Owner of 409 Fleece Flower Lane requested an extension on the inspection until April 30, 2023. He is currently residing overseas. **Board requested for Abaris to verify if owner is in the military as they are protected, covered for overseas and deployed status.**
- 412 Suffield Drive has corrected their violations and are asking for a waiver of the \$100 ACC find. **Board approved to waive the fine.**
- **Correspondence to/from Management:**

- Email correspondence received from owner of 102 Smoothleaf Lane regarding an erosion issue on the side of their home. **Board requested FSC to access the area and provide input to the Board.**
- Email correspondence received from owner regarding the faded parking space lines. Old estimate was \$200,000 to paint all parking spaces. Board requested what is the new estimate to paint the parking lines in the community. **Board to review when estimate is given. Letter to be sent to the owner detailing actions taken**
- Email correspondence received from owner of 12 Narrowleaf Court regarding a leaning tree. FSC accessed the tree. FSC recommended to flush cut leaning Pine in back level ground and haul away all debris for \$2340.00. **Board approved FSC's proposal.**
- **Old/New Business:**
- Board reviewed proposal from Precision Concrete Cutting for grinding down trip hazards within the community. **Board approved option 1, "Trip hazards 3/8" and up for \$20,000.** Dave abstained. Board also requested to ask FSC what is their average price rate for a concrete paver.
- **Retaining Wall Project Update:**
- Unfortunately, the surveyors could not locate any permanent markers and declined to fulfill the contract. CSG is working on locating another surveyor or alternatively, pricing the replacement of the rear fencing to be paid for as part of this project which would avoid the need to have the survey performed. CSG indicated the surveyor returned the deposit check. Abaris to verify total refund given. Board asked Abaris to check with Wayne on project dates and surveys.
- **The mailbox in front of 309 Amberfield Lane needs to be replaced. It is precariously leaning and is unstable. Reported to Henry.**
- **Dorian shared the pre-inspection team would like to meet with Board members to walk around the neighborhood to gauge assessments. Two dates to choose for members is Saturday February 4<sup>th</sup> at 9 am or Saturday, February 11th at 9 am.**
- **Brandan suggested we check with City of Gaithersburg if they would provide grant money to Lot Tot enhancements and for a doggy park.**
- **Dorian suggested for next Reserve Study we up the reserve funds to make the Tot Lots ADA accessible by installing ramps and to see if the City of Gaithersburg would provide a grant for this project.**
- **Margarita Silva, Board member, submitted her resignation as Board of Director. She was privileged to serve on the HOA Board and the community. Board members approved the resignation. Brandan volunteered to take the minutes.**
- Meeting adjourned at 8:54 pm.