

# CLAIRBORNE MAINTENANCE CORPORATION

Minutes for Quarterly Meeting - April 8, 2003

## Officers/Board Members

President	Tom Sarnecky	19 Airdrie Drive	836-4455
Vice-President	Mike Murray	9 Airdrie Drive	832-7345
Treasurer	Debbie Watts	37 Pegasus Place	834-5408
Secretary	Ed DeLooze	5 Airdrie Drive	836-5727
Board Member	Matthew Corrozi	19 Peninsula Court	834-0919

## Committees

### *Architectural Committee*

Mike Hudson	834-6516
George Holstein	832-2864

### *Grounds and Maintenance Committee*

Mike Murray, Chair	832-7345
Jim Foltz	838-5104
Rich Quickle	832-2772
Trevor Thompson	834-8246

Tom called the meeting to order at the Pencader Grange at 7:10 pm.

### 1. Introductions

Board members in attendance were Tom Sarnecky, Mike Murray, Debbie Watts and Ed DeLooze. Nine other homeowners were in attendance.

### 2. Secretary's Report

Meetings from the annual meeting were reviewed and approved. Tom thanked Valerie Kresge for her service as Secretary to the Maintenance Committee for the past several years.

### 3. Treasurer's Report

- Debbie Watts handed out the checking account information, with a balance of \$2799.36, and reported the savings account has a balance of \$43387.39.
- 11 residents have not paid their annual dues. Debbie will be sending out certified letters to remind the residents.
- Tom made a suggestion that we put to vote to the community as to whether we want to send names of residents in arrears to the lawyer or do we want to employ a collection agency. Tom wants to bring this to a vote at the next meeting.
- Some of the entries for the Clean Cutt expenses are for snowplowing but are not marked as snowplowing. Debbie will correct in her system.
- Tom asked how many residents are in arrears for past year. Debbie reported that 5 homeowners are in arrears.
- The 2002 tax return for the Maintenance Corporation was discussed. Last year, we employed a CPA to prepare our return. Norm Spector reported that we only need to file for 1120H, and he will assist with completing the form this year.

### 4. Grounds and Maintenance Committee

- The new sign is up!! Thanks to Rich Quickle and the "sign committee" for all of their hard work in getting this done. The electric will be connected soon, so that the lights in front and on top of the sign can be illuminated.

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- Tom shared the e-mails that were circulating regarding the new sign and the removal and/or placement of the existing green Clairborne sign. Suggestions were made to remove the sign and relocate it to the end of Lexington Parkway for traffic to see entering from Rose Hill, or to replace it with a new sign at that end of the community.
- A decision was made to have the sign committee remove and relocate the existing sign. The trees around the existing sign will also be removed. The natural hill that the sign is on currently will remain as is.
- Cookie Burgett said that Countryside Nursery has a program to give landscaping away to communities at the end of the season, but communities must register now to be eligible.
- Landscaping work for the sign has been awarded to Springhouse Landscaping for \$900, as this was part of the original work order that the State is paying.
- A letter will be drafted to the Handler Corporation to remove the signs advertising Rose Hill since that community is nearly 100% completed. The signs are on 896 in the natural area, at the corner of 896 and Denny Road, and in the median at the corner of Lexington/Denny/Airdrie.
- A formal letter will be drafted to thank the sign committee for their excellent work in getting the new sign completed.
- Mike presented the new contract proposal for Lawn Care and Snow Plowing from Clean Cutt. The price for their service is not changing from last year.
- A debate about the quality of the snow plowing ensued. Several board members and residents noted that Rose Hill and Clear Creek were not plowed any better than Clairborne. It was noted that the storms were more severe than usual, and all communities in New Castle County faced the same challenges. Norm reported that some communities did not get plowed until Wednesday or Thursday after the Sunday/Monday storm of President's Day weekend.
- After much discussion about the plowing, Tom suggested that the Maintenance Organization needs to provide better service to the community by placing markers around the community before the snow falls so that the contractor can do a better job. This system will be in place for next winter.
- A motion was made to accept Clean Cutt as our lawn care provider. The motion was seconded and passed unanimously. The snowplowing contract will be reviewed, and other vendors will be sourced to place bids before the next season.

## 5. Architectural Committee

- Mike Hudson reported that there were no major issues with the AC.
- Mike asked what the policy was on cars sitting in a driveway for a year without being moved. Norm stated that this is a county code issue, and if the vehicle is not tagged or otherwise looks like it will not run, it should be reported to the county hotline.

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## 6. New Business

- Crime Report
  - Norm reported on crime statistics from the neighborhood. There were various reports of offensive touching, criminal mischief, and home alarms from September 2002 to March 2003.
  - There were 4 reports of potential break-ins on December 24, 2002.
  - One resident asked if the agency reporting the crime statistics could show whether trends for crime in the community are up or down.
  - The crime reports will not be published with the community meeting minutes due to potential disclosure issues to agencies outside the community. The President and Secretary will hold the reports on file. Any resident who would like to see the report should contact Tom or Ed.
  - There were 4 calls about open doors, by neighbors who noticed other neighbors doors were open when they should not have been. This type of awareness was commended at the meeting.
- Swale Issue
  - Val reported that the drainage swale between Ascot Court and Eaton Place was not draining as it should, and standing water was in the swale for several days after a rain or snow.
  - Norm is going to investigate who can inspect the swales, and will have the county Lines and Grades department review our drainage flow plan.
- Yard Sale
  - The community yard sale will be Saturday May 10<sup>th</sup>, 2003.
  - Cookie Burgett will be placing the ad, and collecting donations from those residents who participate. The ad cost \$50 total.
- Jogging Path
  - The proposed path along Lexington Parkway is still in feasibility review.
- Stop Signs
  - New stop signs are up on Frazer Road. The community will once again look into having stop signs placed along Lexington Parkway at Eaton Place to slow traffic through the community.
- Landscape Maintenance
  - The G&M committee will explore several ways to keep the new landscaping around the sign watered. Several proposals are to have residents do this work, contract with Clean Cutt, or install a sprinkler system.

The meeting was adjourned at 8:40 pm.

**The next meeting of the CLFMC will be Tuesday July 8, 2003.**