

Clairborne Maintenance Association

Annual Meeting Minutes
Tuesday, February 13th, 2024
@ 7:00 p.m.
St Margaret of Scotland

Officers/Board Members

President	Rich Boyer	15 Pegasus Place	302-521-3390
Vice-President	Jim Metz	32 Eaton Place	302-275-1950
Secretary	Rich Quickle	12 Pegasus Place	302-690-3425
Treasurer	Debbie Watts	37 Pegasus Place	302-540-4196
Member, At-Large	Mike Murray	9 Airdrie Drive	302-593-6784

Committees:

Architectural Committee

Jeremy Keffer	484-769-3256 jeremy@yekeffer.net
Michael Stone	302-743-0897 masone88@yahoo.com
Ed DeLooze	302-530-2950 edelaware@gmail.com

Grounds & Maintenance Committee

Jim Metz	302-275-1950 jimmetz@aol.com
Dom Squittiere	302-750-9195 domnfrans@gmail.com
Alyssa Vazquez	862-336-3477 alyssa.dellureficio@gmail.com

Rich Boyer called the meeting to order, held at St. Margaret of Scotland, at 7:07 p.m.

- **Introductions**

- There were 15 attendees 5 present board members, 2 committee members, and 8 Clairborne residents present.

- **Legislative Update**

- No report, there were no Legislative personnel in attendance

- **Secretary's Report**

- The minutes for the January 9th, 2023 meeting were approved and accepted and can be viewed online.

- **Treasurer's Report**

- Accounts – **Savings: \$85,296.53** **Checking: \$4651.61**
- **2023 Interest Earned on Savings \$1769.36**
- All bills are paid and up to date as of this morning, 2/13/2024.

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- The proposed budget for this year was presented, total expenses are expected to be **\$19,599.00**. Breakdown:
 - Maintenance of Open Space - \$14,500.00
 - Snow Removal - \$2,000.00
 - Insurance/Bond - \$1,449.00
 - Legal Fees - \$200.00
 - Administrative- - \$300.00
 - Postage - \$700.00
 - Taxes/Fees - \$100.00
 - Website - \$350.00
- Motion was made to accept the proposed budget and was passed.
- **Grounds and Maintenance Committee**
 - The issue of snowplowing was brought up, and there was some disappointment with the last snowplowing done back in January. There was an unforeseen delay in the plowing taking place. More salt could have been spread along the streets. The State of Delaware will only reimburse at 4". Anything under 4" is at the community's expense. The board will continue to manage the snow removal while watching the budget.
 - A concerned neighbor from Rose Hill reported a car in Clairborne's open space doing donuts in the open space during the last snowfall. This was reported to New Castle County Police, along with the vehicle's license plate number.
 - Ruts along Lexington will need to be repaired this spring.
 - The tree line and cleaned up area to the North of the primary open space along Lexington will need to be improved. The suggestion is to plant wildflower seeds this summer. Any suggestions are welcomed.
 - The electrical power enclosure along Lexington will need to have some cleanup done this Spring.
- **Architectural Committee- Deed restrictions**
 - No new business.
- **Old Business**

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- The new traffic circle will now begin in April of 2024.
- A resident had a question about hours of construction for the circle and wondered if the option of the contractor working OT hours beyond 5 pm was on the table, as this was an option DelDot had presented early on. Rich Boyer will call the DelDot Project Manager to see what the hours of operation are.

- **New Business**

- The CLFMA By-Laws were finally registered with NCC along with the Shed Specifications created by the builder, The Handler Corporation, dated 4/28/1992. These documents were passed on to the CLFMA Homeowner Board at the inception of the current entity. All references to the original declarant "Clairborne Development Company" have been removed, in creating the new document. The amendment from October 4, 2000, by Jeff Davis, past President was registered with NCC. This amendment still needs to be presented to the NCC Council for approval under the County's procedures for Maintenance Declaration amendments. Filing and fees will be required to finalize this amendment. The newly recorded documents will be posted to the website as well as sent out as attachments with the meeting minutes to resident recipients whose email addresses are on file.
- **Corporate Resolutions to be carried out:**
- **FIRST RESOLUTION:** All members of the CLFMA whose sheds are not in compliance with the Deed Restricted Shed Requirements, including sheds installed with no CLFMA Architectural Committee forms submitted, will have a non-monetary Lien placed upon their property with NCC. The lien will state that the CLFMA member's property is not in compliance with the Deed Restrictions. In the event of any change of ownership of the property, the shed will be required to be brought into compliance before such a Lien is released. Failure to bring the shed into compliance will fall under "Enforcing the Covenants and Restrictions" under Article IV – Section 2 of the By-Laws. In the event of a current CLFMA member not remedying the shed violation, the new owner and member of the CLFMA will be subject to the "Enforcing the Covenants and Restrictions" under Article IV – Section 2 of the By-Laws. The expectation is that the Lien placed on the current homeowner will be enough to bring the sheds into compliance, as homes cannot be sold unless the lien is removed for sale to a new homeowner.

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- The Board has been receiving and fielding multi complaints about Shed violations. The complaints will be reviewed and acted upon.
- **SECOND RESOLUTION:** Mike Murray is resigning from the board effective 2/13/2024 after this meeting. The Board is appointing Dominick Squittierra to the board. Dominick will serve out Mike's term.
- **County Code Violations:** Various complaints and observations by residents who notice "violations" around the community on resident properties may not be identified within the CLFMA Deed Restrictions. All residents are free and able to notify New Castle County by submitting the issues online at <https://www.newcastlede.gov/251/Report-a-Concern>. NCC will visit the property and if the issue is an actual violation, the homeowner will be notified about the violation and be required to correct it.
- **Board Election:** 114 homes voted. 59 emailed 55 via US Mail. We encourage residents to respond/vote via email response to save postage costs. A suggestion was made to make the emailed ballot clearer as to how to respond and submit it. Those suggestions are valid and the voting instructions will be clearer next year.
- Rich Quickle and Debbie Watts were voted in for additional terms and agreed to continue in their roles.

Open floor for other interests:

- Discussion took place centering on the emphasis of enforcing deed restrictions. All residents are free to submit via the link below, complaints about deed restriction violations. The Board will then pursue, per current guidelines.
- A particular deed-restricted issue was brought up, **trash cans in plain view from the front of houses**. The Board would prefer for all residents to be proactive instead of reactive to issues like this, so there is no reason for anyone to complain, and Board members aren't then spending time to resolve an issue that should not come up with everyone being familiar with the restrictions. Per the restrictions, trash cans should be in enclosed areas, and/or hidden from view, with the exception being in view on trash collection days.
- **Food Trucks** – Food Truck nights will be rescheduled for this summer. Every two weeks until October. Thanks to Alyssa for coordinating this!

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- Food Truck dates to be posted on the website. Announcements would also be sent out via email.
- Other ideas are on the table, including cookie exchange and any other ideas that people could suggest.
- The meeting adjourned at 8:34 pm

Next Meeting: Tuesday, April 9th, 2024 @ 7:00 pm, St. Margaret of Scotland Parish

Website: Clairborneatlexingtonfarms.org

For General Inquiries and questions: contact@clairborneatlexingtonfarms.org