

Clairborne Maintenance Corporation

Quarterly Meeting Minutes
Tuesday, January 11, 2022, 7:00 p.m.
St Margaret of Scotland – Social Hall

Officers/Board Members

President	Rich Boyer	15 Pegasus Place	521-3390
Vice-President	Jim Metz	34 Eaton Place	832-5584
Secretary	Beverly Wright	5 Eaton Place	834-8224
Interim Treasurer	Mike Murray	9 Airdrie Drive	832-7345

Committees

Architectural Committee

Mike Hudson	834-6516
George Holstein	229-6580
Ed DeLooze	530-2950

Grounds & Maintenance Committee

Rich Boyer, Chair	521-3390
Jim Metz	832-5584

Rich called the meeting to order, held at St. Margaret of Scotland, at 7:05 p.m.

1. Introductions

There were 13 attendees: four board members, seven neighbors, one State Representative and one aide to New Castle County Councilman.

2. Legislative Update

Representative Morrison gave an account of State legislation recently considered and/or passed and his work on it.

- Governor Carney has issued an indoor mask mandate, including K – 12 school children. Ages 2 to 5 are strongly encouraged. The National Guard has been posted to help out in hospitals.
- Hospitals are overwhelmed with COVID cases. Data from Delaware Public Health notes that 70% of the patients in the hospital are unvaccinated and 95 % of those dying are unvaccinated.
- The State Legislative session runs from January to June. Committee meetings have been online with the House meeting in person on Thursdays. Citizens can view the calendar and can both comment and participate. On January 20th, the House will host the Governor’s State of the State speech.
- Legislation:

Pilot program for automatic speeding tickets
Paid time off to vote
Strike the law-making panhandling illegal

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Paid sick time and safety leave
Dog barking complaints to animal welfare, not police
Background check on politicians
Compliance with campaign financing
New trail connecting Iron Hill, through Cooch’s Bridge to Glasgow Park
Open 24/7 shelters for winter months

County Council Report:

Valerie George (County Councilman David Tackett’s aide)

- Mr. Tackett our Councilman for the 11th district is on the Land Use Committee. Ms. George stated that they are happy to field questions, complaints and possible code violations. Phone 302-395-8371
- Corporal William DeJesus is our community service police officer and Audrey Eubanks of the main service unit can be reached at 302-395-8050.

3. Secretary's Report

The minutes of the October meeting were accepted with one correction and can be viewed online.

4. Treasurer's Report

Accounts

Savings: \$73,367.95 as of 12/31/2021
Checking: \$18,367.32 as of 12/31/2021

All monies deposited. All bills paid.

Assessment Review as of December 2021

Years in arrears	Number of Homeowners
4 years	1

The Assessment Collections and Lien Policy and Procedures worked well, this year.
Two hundred fourteen households are up to date.

A second court petition is in the process of being filed by our Agent for the delinquent homeowner. And a second Lien has been placed on the delinquent property with the NCC Recorder of Deeds; total Liens placed to date: \$1321.54 for 4 years.

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5. Grounds and Maintenance Committee

Snow plowing: Three requests for bids were put out. Alfaro our previous vendor, Moon Landscaping, and Papiro's Landscaping. Papiro's was the only vendor to respond. His rate is more favorably than our last vendor. The State will reimburse for snowplowing expenses above a certain amount.

6. Architectural Committee- Deed restrictions

Mike Hudson reported everything is in good shape.

Rich Boyer commented that a homeowner on Airdrie started a home improvement that required a building permit in mid-November without the Architectural Committee approval. A courtesy letter was sent out to the homeowner. The homeowner replied and is in good standing.

Dave Tackett, our new NCC Councilman, was contacted about what we can do about residents not complying with the HOA's Architectural Committee. He told me there is verbiage in the permit process, stating the resident has to signoff that they have complied with the HOA rules. Dave Tackett stated it would hold up in court if needed. Dave said he would provide us a copy of it.

7. Old/New Business

BUDGET REVIEW 2020- 2021

<u>Budget Item</u>	<u>Amount (\$)</u>	<u>Spent in 2021</u>
Maintenance of open space (Grass cutting, sign, utilities)	11,600.00	11,739.44
Snow Removal	2,000.00	1,540.00
Insurance/Bond	4,500.00	4,390.00
Legal Fees	.00	261.00
Office Supplies	200.00	251.01
Postage	700.00	623.68
Taxes/Fees	100.00	99.84
Membership/Contributions	.00	.00
Contingency Fund	.00	.00
Total Budget	19,100.00	19,026.90

Expense from the 2020-2021 Budget

Open Space Maintenance	11,739.44
Simple Green	1,350.00

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Sacco Lawn Service	10,130.00
Delmarva Utilities	230.47
Sign Repair	28.97
Snow Removal	1,540.00
Alfaro	1,540.00
Insurance / Bond	4,239.00
Cincinnati Insurance Co.	4,239.00
Legal Fees	261.00
Court 13	120.00
Agent Fees	40.00
Recorder of Deeds	96.00
Corporation Address Change	5.00
Office Supplies	251.01
Staples Ink Paper	118.90
Amazon Labels	25.08
Amazon Envelopes	26.99
Amazon Ink	59.98
Staples Envelopes	19.98
Postage	623.68
Ballot Mailing	236.50
P.O Box Rental	188.00
Certified Mail	14.00
Assessment Mailing	106.59
Stamps	22.60
Certified Demand Mailings	51.66
Certified Mailing Architectural Notice	4.33
Taxes	99.84
Franchise Tax	25.00
Delinquent Taxes 12/31/2014	13.96
Delinquent Taxes 12/31/2015	24.71
Delinquent Taxes 12/31/2020	14.94
NCC School Tax	21.23
Website	272.93
GoDaddy	272.93

Unexpected expense in the open space. Trees and weeds that were overgrowing on 118 Ascot Court fence and property were removed. Debris and stumps that were dumped in the area were removed and the sign bushes were trimmed at a total cost \$1995.00.

We modified the grass cutting times in the open space, as well as the fertilizing along Lexington Parkway. With pre-paying the services for the year, we saved \$1902.00.

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Without the unexpected open space expense, we would have come \$2000.00 under the annual budget.

Ballots will be sent for budget approval and to elect board members.

Board member nominees:

Debbie Watts

Rich Quickle

Other business:

Stu Hantman 50 Eaton Place, a resident, and member in good standings of the CLFMA, attended the meeting with an idea to improve part of the Clairborne Open Space. The space in question is the open field to the North of Lexington Parkway, bordering Ascot Court residents, and the Rose Hill Open Space to the West (the wooded area). The idea is to fund and build a recreation area for residents to use, which as presented, would be good for the community, good for neighborhood children, improve property values, and attract more young families to the community. The idea would incorporate playground-type equipment and similar recreation opportunities.

Stu has approached the Rose Hill residents by way of their Maintenance Association Board about the idea of sharing and co-owning the build and future maintenance of this recreation area. They appear to be agreeable to investigate what it would take to build such an area, and along with associated costs. The idea of cost-sharing and ownership would need to be reviewed by both Maintenance Corporation's Attorneys. According to preliminary information gathered from entities practiced in this sort of project, the costs could land at around \$80-\$100K.

The idea and costs would be shared by both Clairborne and Rose Hill residents, by way of an increase in dues. If the idea were to become reality, the costs would be shared across approximately 420 homes between the two communities. Actual cost estimates based on actual designs and proposals would determine what the increase in dues would be.

The idea of proposing the "Conceptual" idea and ballpark costs was suggested, and that may be the route to determine if Clairborne residents are interested in the idea, without spending too much time or effort to further investigate the idea.

Stu Hantman's proposal read as:

This is a proposal for the residents of Clairborne to consider. There are two questions that need your attention and answer. If you answer "YES" to the first question, then please answer the second question. If you answer "NO" to the first question, then there is no need for you to answer question # 2. Only one vote per household in Clairborne will be counted.

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1. As a resident of Clairborne, would you be willing to have the open space that runs along Lexington Parkway to be co-owned by both communities, Clairborne and Rose Hill? This would require having the community attorney draw up the agreement for both communities to co-own the open space. Please circle one, YES NO
2. If you answered “YES” to question # 1, please answer question # 2. Are you in favor of the development of the open space with both communities sharing in the cost of developing the open space with a parking lot, jungle-gym, and basketball court to be used, maintained, and supported by both communities? Please circle one, YES NO

The motion was made to table this idea for now, and pick it back up after the February 2022 meeting, where an updated Board will be in place to discuss. The idea will be discussed more at a future meeting to determine next steps.

The meeting adjourned at 8:41 p.m.

Annual Meeting: Tuesday February 8, 2022, at 7:00 p.m. at St. Margaret of Scotland.

Website: Clairborneatlexingtonfarms.org