Minutes of the Village Park HOA Board Meeting

Thursday, October 28, 2021 at 3PM
Location: Frank DiPalma's Home

Attendees
- Board Members:
Frank DiPalma
Tom Duckett
Arthur Harvey
Bob LeBoeuf via telephone
Raymond McClinton

-HOA Members
Jill Tourtellot

1. Welcome
Thank you to Frank for hosting and running the meeting. Frank called the meeting to order.
The board voted to accept the minutes from the July 7 HOA Board Meeting.

2. Review of Action Items from last meeting (All)
The action items from the previous meeting are listed below along with current status.

- All board members to work on their contributions to content for the website:
All pending updates to the website have been completed by the board members.

- Sam Vulopas will research and compare alternative hosting companies for the website:
Sam submitted hosting companies and their relevant attributes for the board to compare. The board thought all the choices were good and recommended that Sam choose since he has the most expertise in this area and will be maintaining the website.

- MSC/Meadows residents to make recommendation to board on funding of additional plantings along the boundary with the apartments:
Based on professional recommendations and discussions with Meadows residents, the MSC and Meadows residents decided that the developer's plantings were sufficient.

- Frank to schedule meeting on amendable transition items:
An ad hoc meeting was held. The recommendations from the meeting are covered below in section 4, "Potential Amendable Items and Reserve Study."

- Frank to email HOA requesting volunteers to help with the picnic:
Frank was successful in finding volunteers to help, but the picnic was later cancelled for reasons of safety.

- Charles and Greg to initiate a standard set of operating procedures for use of the camera video: Charles and Greg developed a proposal for future review by board.

3. 2022 VP Landscape Proposal (Jill)

Jill Tourtellot presented the summary of landscape projects completed this year (see the attachments “HOA Board Minutes 2021-10 Addendum 1”, and “HOA Board Minutes 2021-10 Addendum 2”). She proposed Meadows special projects for 2022 (see attachment “HOA Board Minutes 2021-10 Addendum 3”), “Landscape Other” (see attachment “HOA Board Minutes 2021-10 Addendum 4”), and the requested total landscape budget for 2022 (see attachment “HOA Board Minutes 2021-10 Addendum 5”).

All agreed that the Landscape Committee has done outstanding work this year.

4. Potential Amendable Items and Reserve Study (Tom)

Tom Duckett presented the conclusions from the ad hoc board meeting regarding this topic. The board approved 3 recommended changes to the Village Park Declaration.

- Change wording to clarify and reflect the intent where the words “structural members” are used on page 4 item “aa (viii)” of the Fifth Amendment to Declaration

- Change wording to Article IX Amendment p25 of the Declaration to comply with the NC Planned Community Act Chapter 47F which specifies, “the declaration may be amended only by affirmative vote or written agreement signed by lot owners of lots to which a least sixty-seven percent (67%) of the votes in the association are allocated…… The declaration may specify a smaller number only if all the lots are restricted exclusively to nonresidential use.”

- Change the dimensions of the entrance right-of-way so that it includes all areas currently maintained by the Village Park HOA.

Tom offered to draft the document with the changes for review by the board.

The board agreed that Village Park should get a professional reserve study to make certain that we have a complete list of assets and an accurate estimate of future maintenance/replacement costs for these assets.

Tom offered to work with the rest of the Reserve Study team on selecting a company to perform the study.

5. Meadow’s update (Bob)

Bob presented current status and recommendations of the MSC. See the attachment “HOA Board Minutes 2021-10 Addendum 6”. The recommendations for the 2022 Meadows budget are included in this.

6. Budget Prep for 2022 (Bob)
Bob presented the current status of the budget proposal for 2022. Most of the budget items for 2022 have been estimated based on 2021 expenses as well as discussions with and proposals by vendors.

The current draft is missing estimates on how much to allocate for Road Reserves, and on the cost of a reserve study.

Raymond is waiting to receive estimates on what repaving the streets in Village Park might cost.

Tom will provide an estimate on the cost of the reserve study.

Frank will set up a board meeting to revisit the proposed budget when all the estimates have been included and to discuss potential board members for next year.

7. Entrance Right-of-Way (Raymond)
As mentioned in section 4, Raymond will have surveyors establish the dimensions of the right-of-way from Route 74A to the Village Park property line so that it includes all areas and structures currently maintained by the Village Park HOA such as landscaping, pillars, gate, etc.

Raymond will also provide a Right of First Refusal to the HOA with respect to the sale of the commercial lots.

Raymond also mentioned that when the commercial properties are sold there will be a number of restrictions placed on the sale to help ensure desirable development.

8. Fencing gap (Frank)
Frank contacted the developer of the apartments regarding the gap in the fence near Village Park. He has yet to receive a response.

9. Resident recognition (Frank)
There have been many remarkable contributions to the community in the past year with respect to maintenance and improvements among other things. Rather than single out a few of the contributions with awards, the board, on behalf of the community, give thanks to the many volunteers who have gone above and beyond to help their neighbors and to make Village Park an extraordinary place to live.

10. Other topics of interest (All)
Two more lots are now under contract, Lot 7, and the combined lots 18,19, 20.

The document relinquishing developer control of Village Park to the HOA is to be signed at end of year.

The proposed date for the annual meeting is December 6. Details are forthcoming

11. Adjourn
5:30

Actions:
- Tom offered to draft the new/modified parts of the declaration.

- Tom offered to work with the rest of the Reserve Study team on selecting a company to perform the study.

- Tom to provide cost estimate for a reserve study.

- Frank will set up a board meeting to revisit the proposed budget when the remaining estimates are available.

- Raymond to provide repaving cost estimates for use in determining required road reserves.

- Raymond to provide survey for updating plat with respect to entrance right-of-way.