

Carrolltowne Association, Inc.

MEETING MINUTES

June 7, 2011 at 7:00 p.m.
Carroll County Public Library—Eldersburg Branch

Meeting called to order at 7:03 p.m. Present were Adrian Das, Kathy Russenberger, Nancy Vehslage, Julio Pineda, David Balk and Marie Torosino.

Those present were provided with a draft copy of the meeting minutes of May 3, 2011. Motion made by Nancy V. to approve the minutes, seconded by Kathy R. and the motion carried by unanimous vote.

Adrian D. noted that BGE completed the replacement of the electric lines in the Phaedra Court area. There is a section of concrete that was dug up last year and needs to be replaced. He will find out if Comcast or BGE is responsible for the concrete replacement. Also, there are still large spools that need to be picked up by BGE.

The final draft of the Carrolltowne welcome letter was reviewed and approved. It will be substituted for the current introduction letter in the booklets that are provided to new homeowners.

Kathy R. said a flyer was printed and placed in individual homeowners' mailboxes regarding the dumpsters schedule for May 21 to be located on Gemini Drive and Slacks Road area. The availability of the dumpsters was well-received by the homeowners who used them. She submitted the receipt for the flyers. A receipt for the combination lock at the tennis court was also submitted. A notice was placed in the Carroll County Times concerning the May 14 community yard sale. She will obtain an invoice for reimbursement.

The two dead trees located along the ravine on Gemini Drive will be cut down and stumps grinded. The cost is \$900.

The tennis court area was cleaned up by Kathy R. and her husband.

As mentioned at the May meeting, an employee of the contracted mowing service was injured while mowing on the Association property. Kathy R. talked to the contractor who said the employee was released from the hospital. The lawn service is insured. However, a courtesy call should be made to the Association's insurance company informing them of this incident. Kathy R. will call the insurance agent.

Kathy R. said request for bids for snow removal on the sidewalks in the Andylin Tot lot and Gemini areas would be placed on the HOA website. We are requesting prices

for removal of snow up to six to ten inches as well as removal of each additional six inches after that.

Nancy V. talked to Association lawyer concerning the common ground encroachment issue. The lawyer sent a letter to the HOA with some guidelines on how to handle the issue. The lawyer also requested a copy of the survey performed of the common areas as well as the names of the homeowners who encroached on the property. The lawyer also wanted to know if the homeowners received approval through the Board when the shed and fences were erected. A copy of the lawyer's letter was made available to the Board. Further discussion of the issue included possibly sending a letter acknowledging that the structures are on Association property, that if the homes are sold that the new owners are made aware of the situation and if it has any effect on the Association's insurance.

Nancy V. said 14 past due assessments were forwarded to the lawyer. A 2011 assessment received from one homeowner was accepted; however, a letter will be sent to make arrangements for payments for previous years that are still due.

It was noted that a large RV camper has been parked on a homeowner's lawn on Gemini Drive. The Board will wait until the August meeting to see if it is removed before notifying the homeowner of the HOA violation.

It was suggested that the Board change the monthly meetings from the first Tuesday to the second Tuesday of the month. After discussion, the Board agreed to the change.

The next Board meeting will be on Tuesday, August 9 at 7 p.m. at the Carrolltowne Library. There being no further business, the meeting was adjourned at 8 p.m.

Respectfully submitted,

Marie A. Torosino
Recording Secretary