

This month's minutes also include the minutes of a special work session that was held on the evening of February 20, 2024. The special meeting minutes appear at the end of the regular monthly minutes.

***NOTE* These minutes are posted, but not approved, by the Board of Directors. Approval will be voted on at the next regular board meeting. Until then they are to be considered pending.**

Three Colonies Homeowners Association Board of Directors Meeting

February 27, 2024

Board Members Present:

Nancy Melton, Pat Foster, Brian Gaskell, Ruth Hair, Walt Mingle and Karen Stein.

Absent: Richard Hup, Jack Smith and Izzy Van

Secretary: Pete Horne

Treasurer: Mitzi Hennessey (not in attendance tonight)

Call to Order / Welcome:

Ms. Melton called the meeting to order at 6:30 PM and welcomed all community members to the meeting. Our board will strive to follow Roberts Rules of Order. Ms. Melton explained the process for community input at our meetings. (Fifteen minutes will be allowed at the beginning and ending of the meeting for community input - three minutes per resident.) To respect the time allotted for resident input, individual board members will not address concerns during the community input portion of the meeting; however, questions will be addressed during the board member update or following the meeting, whichever is most appropriate. The board hopes this process will allow for more communication between this board and residents.

On behalf of Mr. Smith, Ms. Melton provided an update on Metronet progress.

Ms. Horne will be the backup for Ms. Hennessey going forward. As soon as Ms. Hennessey is available, she will train Ms. Horne. Ms. Melton is currently making deposits and paying bills. Checks are now being deposited in a timely manner.

Information was provided regarding the upcoming Annual Homeowners Meeting. Annual letters will soon be mailed to all homeowners.

Ms. Melton opened the floor to any community member(s) requesting to speak.

Community member(s) shared the following concern(s):

Resident comments:

Resident asked about a letter she received recently from PWC regarding lead testing in pipes. (Other residents acknowledged receiving the same letter.) Mr. Gaskell is a member of the PWC Community board and was able to share information regarding informational meetings being held by PWC.

Resident asked/shared:

Playground cost?

Will the backup treasurer be paid? (yes)

The homeowner of the Gem Ct residence in need of attention works at Up and Coming.

Who are the members/chair of the Finance committee?

Following the input from residents, Ms. Melton opened the business portion of the meeting.

Mr. Mingle made a motion to approve the January minutes. Ms. Stein seconded the motion. The minutes were approved unanimously by the members present.

Treasurer's Report

Ms. Hennessey was unavailable to provide the Treasurer's report. She will provide the information next month.

Colony I:

Ms. Van was not in attendance tonight – no report.

Colony II & III:

Ms. Stein reminded all residents to please not park on lawns. Vehicles must be parked in driveways or garages only. She has contacted two separate residents about parking on their lawns. At last check, they were in compliance.

Grounds / Corral:

Mr. Hup was not in attendance tonight – no report. On behalf of Mr. Hup, Ms. Melton shared that all tree removal and stump grinding has been completed and inspected.

Maintenance:

No report – Mr. Foster will work with Mr. Mingle for instructions on retrieving work order requests.

Security:

Ms. Melton shared the monthly 'calls for service' from law enforcement.

Visitor parking violations are improving, however; it seems when one resident issue is resolved, another takes its place. As a reminder, 'visitor' parking is for visitors only. Residents should not park in visitor parking. Ms. Melton will continue to discuss this issue with the board. If you have specific short-term parking concerns for your guest, please contact Ms. Melton.

Ms. Melton continues to work with Holmes Security regarding our camera needs at the guardhouse.

One of our guards moved from Fayetteville and we have a new, replacement for him. As Ms. Melton provided this information, several residents complained about our current security staff. Ms. Melton listened to the concerns and tried to explain the difficulty with finding quality personnel. She is in contact with Signal Security about the concerns we have with our current guards. Ms. Melton will again ask for replacements to current personnel in hopes that the situation will improve.

Ms. Melton suggested a possible overhaul of the upstairs (office) area of the clubhouse. It desperately needs to be cleaned up. She suggested some shelving to be added and the computer, monitor and printer to be placed on tables in the office area. This will make it easier for all board members, Ms. Hennessey and Ms. Horne to use for board business. Many old documents could be shredded. Ms. Melton stated the purchase of items needed should be \$500.00 or less. Ms. Hair stated the window/wall repair should be priority. Money has been budgeted for repairs however we do not have estimates at this time.

Mr. Gaskell made a motion to approve the purchase of items needed to organize and create an office area. Mr. Foster seconded the motion and the board members present unanimously approved.

The guardhouse needs internet service in order to tie our cameras into the Fayetteville Police Department network. This will allow the FPD to have access to our cameras. Metronet agreed to run the service to our guardhouse. In the interim, we need to have service connected through Spectrum. The cost will be approximately \$40 per month. Ms. Hair made a motion to approve installation of internet at the guardhouse. Mr. Foster seconded the motion and the board members present unanimously approved.

Clubhouse:

Bunco is scheduled for March 8th.

Ms. Hair shared she has rentals for March and May.

It has been suggested that we have Saturday morning 'coffee' time in the clubhouse for residents. Ms. Hair asked for volunteers to help with the events. Please contact Ms. Hair if you are interested.

Pool:

We still do not have anyone to volunteer for the pool duties. You do not need to be a member of the board in order to work pool duties. The pool duties pay \$15.00 per hour, 3 hours per day. Please let a board member know if you are interested in working. We still need a volunteer to fill the pool vacancy on the board.

Website:

Mr. Mingle stated he encountered issues with posting the January minutes to the website. Contact Mr. Mingle if you need a copy of the financials or the minutes.

A resident shared information regarding Metronet services and pricing. It was suggested that we place the information on the website for residents to be informed. Mr. Mingle shared concerns that this type of information may be considered advertisement for the company and if we share for one, we will be expected to share for all. Mr. Mingle will discuss the issue with Mr. Smith for next steps.

Playgrounds/Tennis Courts:

Mr. Gaskell continues to investigate playground equipment replacement. He is finding that the recommended equipment is approximately \$8,000.00 – much more than the budget allows. Of course, the HOA wants to purchase the safest equipment that we can afford, however; more discussion is needed to determine how we can enhance the playgrounds while staying within our budget.

Mr. Gaskell shared that the fencing for Fox Ct has been delayed until the end of February. The fence replacement will begin as quickly as possible.

Special Projects:

Ms. Melton shared the following on behalf of Mr. Smith:

Mr. Smith has contacted several engineering firms regarding gate installation for our community. These firms typically work with 'larger scale' projects and are not interested in doing the work we need. The firms contacted suggested Mr. Smith contact a surveyor. Mr. Smith will continue to investigate alternatives.

As Ms. Melton stated earlier, Metronet is currently working in our community to allow us access to their services.

Mr. Smith has contacted the city regarding the drainage issues in our community. He found that our issue is likely related to a high water table issue. City officials suggested that we work on keeping our retaining pond, drains and drainage areas clean and free of debris and underbrush.

Old Business/Info:

Clubhouse repairs – Ms. Hair, Mr. Foster and Mr. Hup will work on obtaining bids and estimates for the repairs.

We continue to have a few residents that have not registered their vehicles. We have exhausted all avenues of communication to encourage the residents to comply. Fees are now being assessed.

Our Finance Committee consists of the following members: Mitzi Hennessey, Pete Horne, Chet Oheme, Nancy Melton and Richard Hup. Following the resignation of Ms. McCormic, the committee does not have a finance chairperson.

Ms. Melton again shared the guard hours.

Mr. Smith is working with our attorney on the Gem Court property. No one has been able to locate the owner. The owner will now be served by publication in the newspaper.

Adjournment:

Brian Gaskell made a motion to **adjourn at 7:45 pm**. Mr. Foster seconded the motion and the board members present approved unanimously.

At the conclusion of the meeting, homeowners in attendance were encouraged to share any additional concerns with the full board or individual board members.

Residents continued to express concerns over parking and security. No specific questions were posed.

Minutes taken by Pete Horne

The board encourages all residents to review the rules and regulations.

Please contact the Architectural Committee before making any changes on the exterior of your home.

We hope all residents are following the Three Colonies Facebook page and checking your email for information regarding the community.

End of February 2024 Board Meeting Minutes

=====

Three Colonies Homeowners Association Board of Directors Work Session

February 20, 2024

Board Members Present: Jack Smith, Nancy Melton, Brian Gaskell, Richard Hup, Walt Mingle, Karen Stein and Izzy Van.

Absent: Ruth Hair, Pat Foster (Ms. Hennessey was invited but unable to attend)

Secretary: Pete Horne

Call to Order:

Mr. Smith called the work session to order at 6:30 PM.

Mr. Smith opened the work session and thanked all for attending.

Ms. Hennessey planned to update the board on the plans for the annual meeting. We will continue this conversation as soon as Ms. Hennessey is able to provide the needed information.

Ms. Hennessey will continue to work with our attorney to continue the process on the Gem Court property. Newspaper publication is the next step as the owner is not able to be located.

Updates:

Metronet – Mr. Smith continues to work with Metronet regarding any issues as they arise. He has been assured that any property damage will be repaired/covered by Metronet.

The guardhouse needs internet service in order to tie our cameras into the Fayetteville Police Department network. This will allow the FPD to have access to our cameras. Metronet agreed to run the service to our guardhouse. In the interim, we need to have service connected through Spectrum. The cost will be approximately \$40 per month. The board will vote on this item at the HOA meeting.

Mr. Smith has contacted several engineering firms regarding gate installation for our community. The firms typically work with 'larger scale' projects and are not interested in doing the work we need. Mr. Smith will continue to investigate alternatives – as suggested by the engineering firms contacted.

Mr. Smith has contacted the city regarding the drainage issues in our community. He found that our issue is likely related to a high water table issue. City officials suggested that we work on keeping our retaining pond, drains and drainage areas clean and free of debris.

We still need a board member to take the pool responsibilities.

The board needs to set a date for Rules/Regulations discussion. (possibly if/when new board is selected)

We will continue to have a uniformed officer at HOA meetings as the need persists. Mr. Smith is personally paying for the officer.

Ms. Melton will chair the next HOA meeting in Mr. Smith's absence.

Please send your newsletter items to Mr. Smith by tomorrow.

Melton:

Parking continues to be an issue. Three vehicles have been tagged for towing. The board will look at creating possibly two or three visitor spaces at the end of Fox Dr. The board hopes this will offer a few visitor spaces for guests visiting Ile and Hoe Ct residents.

One of our guards moved from Fayetteville and we have a new, replacement for him.

Ms. Melton has met with Holmes Security on two occasions. We are trying to address issues with the license plate reader. Holmes has ordered a replacement camera. We hope the new camera will address our needs. If not, Holmes will look at alternatives for us. Our current camera is outdated.

Ms. Hennessey arranged for an insurance assessment to inquire about lowering our insurance costs. Ms. Hennessey was unable to meet with the representative so Ms. Melton met with him. He found that our fire extinguishers were past due on assessments. He also determined that we need 'exit' signs in appropriate areas of the clubhouse and pool.

Ms. Melton suggested a possible overhaul of the upstairs (office) area of the clubhouse. It desperately needs to be cleaned up. She suggested some shelving to be added and the

computer, monitor and printer to be placed on tables in the office area. This will make it easier for all board members, Ms. Hennessey and Ms. Horne to use for board business. Many old documents could be shredded. The board will vote on the purchase of the items needed for this overhaul at the HOA meeting.

Gaskell:

Mr. Gaskell is investigating playground equipment replacement. He is finding that the equipment is approximately \$8,000.00 – much more than the budget allows. Mr. Hup added that he cannot find any HOA requirement to restrict the type of equipment we purchase. Suggested we post ‘play at your own risk’ signage. Of course, the HOA wants to purchase the safest equipment that we can afford. Ms. Van suggested ‘enhancing’ the equipment we already have.

Mr. Gaskell shared that the fencing for Fox Ct has been delayed until the end of February. The fence replacement will begin as quickly as possible.

Hup:

All trees are down and the stump grinding will now begin.

Hair:

Not in attendance, no report

Van:

The landscapers were clearing the area around the home on Fen Ct. The homeowner stopped them claiming she had not received a letter from the HOA board. Ms. Van has sent another letter to her and her attorney with a March 7 deadline for the homeowner to clean up the property.

Foster:

Not in attendance, no report

Mr. Hup stated the gutters would be cleaned again in March.

Mr. Mingle suggested we look into “Roof Max” for our roofing needs.

Stein:

Ms. Stein asked if we have money budgeted for any improvements to the circles on the courts. We do not have money budgeted.

Mingle:

Consider 'Next Door' for input on gates used in other communities.

Mr. Mingle encountered a problem with posting last months minutes on the website. He asked for anyone needing a copy of the minutes to contact him and he would email the minutes.

Mr. Mingle stated we need all board member phone numbers at the guardhouse for the guards to use if needed.

Additional discussion:

Ms. Van stated we need to formalize a second finance person. No objections from the board.

Mr. Mingle stated that Mr. Smith must have a job on the board. Although Mr. Smith does the agendas, is the contact person for Metronet, drainage issues, gate process, board correspondence, works with the attorney as needed, etc... he will assume the 'Special Projects' title. Mr. Gaskell will continue with playgrounds and tennis courts. Mr. Gaskell will continue to oversee see the Fox Ct fence replacement.

The board discussed the process for the Annual Membership meeting. Mr. Mingle stated that the homeowner letter includes the proxy statement... if a person does not return their vote, the board can use the vote as they wish. This board decided not to do this.

Mr. Smith adjourned the work session at 8:30 PM.

Minutes taken by Pete Horne