



*Property Owners Association*

**BOARD OF DIRECTORS MEETING MINUTES  
NOVEMBER 7, 2019 @ 5:30PM  
OFFICES OF CONTINENTAL PROPERTY MANAGEMENT**

1. Call to Order: 5:30PM
2. Establishment of Quorum-Present: D.Pundock, J.Marchand. Excused: S. Pappas Gentilin. MKlein/CPM guest.
2. Review/approval of minutes – **Approved** August 2019
3. Financial Review:
  - a. Financial Report as of 10/31/19
    - i. Invoices for review and approval – **None**
  - b. Delinquency Report as of 10/31/19
    - i. The report was reviewed by the Board.
    - ii. Lantern Drive Collection Update – hearing was conducted on 9/23/19 for balanced owed and judgment was in favor of LHPOA. Funds have not been received to date. MK will provide updates to the Board.
4. Old Business
  - a. Trash contract renewal
    - i. Envirogreen was contracted to be the new trash/recycling company in 2020. Trash containers will not be provided. The Board discussed and approved 45-gallon recycling containers that will be provided by Envirogreen.
    - ii. MK to coordinate date when Republic will pick up its recycling containers. The last recycling day will be 12/26, and last trash day will be 12/30.
    - iii. A letter will be mailed to LH residents informing them of the changes, date to put out Republic's recycling containers, retaining/purchasing new trash containers, and the new, larger recycling containers.
  - b. Concrete work update: Del Val Paving will commence work within 2 weeks and will include removing sidewalk in select areas where trip hazards and replace with pavers.
  - c. Association Website – will be up and running by the end of 2019. Board discussed documents to be posted immediately.
  - d. Email blast service – postal service would not allow contained boxes on the mailboxes situated around the community (planned for easier communication with residents). MK will be releasing a letter to LH residents asking if they would want to be added to an email blast list for residents. Use would be kept to a minimum and would apply to LH business and work alerts that could affect residence.

- e. Ash Trees – contracted executed for removals and stump grinding; replacements to be determined and scheduled in the Spring of 2020. The Board recommended a variety of trees and species that are lantern fly proof.
  - f. Property Maintenance
    - 1. Work orders and requests for quotes sent as follows:
      - a. JP Contracting on 9/4/19, to follow up on repair proposal for gazebo.
      - b. Verdant on 9/13/19, to remove dead Cherry tree and wait for Board decision on replacement.
      - c. Verdant on 9/12/19, to request that flowers be cut back.
    - 2. Non-contract special project, and reserve invoices paid or to be paid during the month:
      - a. Verdant for \$195 for redressing stone bed.
      - b. SWAT for \$79.50 for bees in common area
      - c. Del Val Paving for \$4,250 for contracted asphalt repair project.
5. New Business:
- a. Bustamante Engineers Inc. Submitted its report and recommendations for repair based on the condition of footbridge. The report cited that the overall structural condition of the bridge to be good, the handrail system and deckboards need attention and replacement soon. Also, the underside components: wooden pilings, girders, and beams are in good structural condition. The corroded metal straps, brackets and hangers should be replaced. The Board voted to address the handrails now and seek bids for extended work for Spring 2020.
6. Scheduling of Next Board Meeting - January 28, 2020
7. Adjournment