

Forest Glen Station Homeowner's Association
Executive Board Meeting
July 14, 2008

I. Call to Order. The Board Meeting was called to order by President, Kevin Covert, at 7:36 P.M. The meeting was held at Montgomery Hills Baptist Church, 9729 Georgia Avenue, in Room 202.

Other Members Present: Allen Feuer, Vice President; Francis O'Donnell, Secretary; and Doug Keeton.

Others Present: Joseph Hubbard, Jason Sartori, Gilda Stubin, and Diann Waters (CMI).

II. Approval of Minutes of Last Meeting. The Board approved the minutes from the Executive Board Meeting of June 9, 2008 after making one minor change.

III. Officer/Committee Reports.

A. Treasurer / Budget and Finance Committee. Mr. Ehrlich had provided an email summary of his June 19 meeting with CMI (Tony Martella, Diann Waters). The Board decided to put a summary of the email in these minutes.

The payment process for the Reserve Study has begun. The Board will need to decide where in the budget the funds will come from.

Mr. Martella said he is looking into getting the sign that was defaced "power washed." In addition, the plan was for the material taken from the forest area behind the single family homes to be picked up on Monday, June 23 by CMI's 'in-house' company.

Mr. Ehrlich learned that the CMI bookkeeper keeps careful track of the HOA's two savings accounts, making sure that the one stays just at \$100,000 to earn maximum interest, and transferring money to the other account when the first one goes over \$100,000. These accounts earn less than personal accounts. Mr. Ehrlich asked Mr. Martella to look into other (safe) investment options (e.g., CD's), and the latter agreed. (By law the HOA cannot invest in 'risky' options). After Mr. Martella responds, Mr. Ehrlich will call a Committee meeting to discuss the options. The Committee can also discuss what is the right amount of money to keep in the Working Capital Fund. (Mr. Martella said that 15% is the rule of thumb given by the auditor.) The Committee can also discuss the suggestion by Mr. Sartori to return surplus funds to homeowners. Mr. Martella advised deferring any decisions on that possibility until the year is over and snow removal costs have been finalized. The issue can be addressed while developing the 2009 budget.

With respect to the HOA hiring its own attorney, it turns out that the attorney Stanley Pickett does not work for CMI, but rather represents our HOA in matters pertaining to debt collection. When Mr. Ehrlich described his discussions with attorney Thomas Schild, Mr. Martella said that it is fine for the HOA to have two attorneys, and that Mr. Pickett's strength is in debt collection but not in the other areas for which Mr. Schild has expertise.

Mr. Martella said that he would consult with Mr. Holzman (our previous CMI manager) about the status of the turnover of the Storm Water Retention Pond to the HOA (from CENTEX Homes).

B. Covenants Committee. Mr. Keeton received an email summary from the Chair, Ms. Mitchell, and reported on the deliberations of the 7 July meeting. Ms. Mitchell, the Chair, had provided an email summary. The Committee approved one request for an architectural change (replacing vinyl siding with Hardie siding) at 2204 Kimball Pl. The committee discussed a complaint about a neighbor's clogged drains causing water to fall on the complainant's property. The Committee will send a letter to the owner.

C. Parking and Safety Committee. Mr. Feuer reported on the meeting. Turnout at the committee meeting was low. Two officers from the Montgomery County gang unit gave background information and some

history. On the night of the graffiti spraying here, there were other incidents in Wheaton. The police did not believe that our neighborhood was being targeted and did not feel that we should be overly concerned. One officer has been patrolling the area. If residents see anything of a suspicious nature, they should call 911 or the non-emergency number. The graffiti were painted early in the morning. The police have an idea as to which gang it is and it is a small gang. They probably don't live around here. Nearness to the Metro station was likely a factor. One of the residents encouraged people to leave outside lighting on.

D. Landscaping and Grounds Committee. Mr. O'Donnell presented a few comments on behalf of Mr. Hughes. There has been no Committee meeting since the last Board meeting. With respect to reseeding grass, Mr. Hughes recommended waiting until September when the prospects for a permanent take are greater. With respect to possibly removing a tree in the forest reserve behind Darcy Forest Drive, he said that he has made arrangements with the inspector from Maryland National Capital Park and Planning Commission (MNCPPC) to come by on July 15 at 1:00 P.M. and take a look. He has notified Mr. Sartori so that he can meet with the inspector also. Mr. Hughes also reported that he had reminded Mr. Ambrogi of AW Landscaping that the tot lot still needs to have a fresh layer of wood chips applied and some weeds need to be removed. Mr. Ambrogi said that he would make it happen. Mr. Hughes also mentioned that he has observed a deer and fawn in the forest reserve area near the Tot Lot. Mr. Sartori commented that he not only had seen them but he also showed a picture of them. Mr. Keeton expressed concerns about their being not easily scared and mentioned the possible risk of Lyme disease. He encouraged neighbors to keep that in mind.

E. Social Committee and Special Committee re Land Use. No report.

IV. Open Forum. The President offered Mr. Sartori the chance to speak. He presented his concerns about the risks of trees or tree limbs falling on homes on Darcy Forest Drive. In July of 2005, a tree fell on his neighbor's deck, causing significant damage. He showed pictures of that incident and a video of the trees during a recent storm. It was noted that Mr. Hughes will be meeting with the MNCPPC inspector the next day to get guidance about what can be done with questionable trees and limbs. Mr. Sartori raised the issue of trucks driving over corners in the alleys. The President commented that Reserve study will examine possible solutions, such as putting trash and recycling out on the street instead of in the alleys, and reengineering the corners. The President said the Reserve study will take 3 months. Mr. Sartori also had raised the issue of Reserve funds and expressed his appreciation for Mr. Ehrlich's responsiveness to his concerns. He recommended better educating the entire community on the meaning of the Reserve funds.

Mr. Feuer brought up issue that there had been no garbage pickup on the last two Saturdays on Clark Place and Court. He asked CMI to call Potomac Disposal to remind them to cover the entire neighborhood.

Mr. Feuer also asked Ms. Waters to verify that we've paid church for use of meeting room.

Also discussed was the status of the fenced area for dogs permitted under a waiver by the Board for one resident. Six months have passed and follow-up is due. Mr. O'Donnell said he would provide an update and the Board would discuss the matter at the next meeting.

V. Old Business.

A. HOA maintenance of grounds and landscaping at home on Darcy Forest Dr. The Covenants Committee has asked the Board if further action should be taken to encourage the owner to take better care of the property. It was noted that the owner has done well in performing regular maintenance during the last 2 months. Grass cutting and shrub trimming have taken place. The Board agreed that the property should be monitored monthly for the next three months. The owner had asked for advice on reseeding the bare spot on the lawn. As mentioned above (III.D.), September would be the best time.

B. Graffiti on Forest Glen Station sign, homes. The President expressed thanks to CMI for the rapid response in power spraying the wall. It looks better. After discussion about other possible remediation steps (chemical treatment), the Board asked Ms. Waters to get CMI to do another power wash.

C. CMI management report The President asked Ms. Waters to get CMI to send an electronic copy of the report. Ms. Waters reported that, with respect to an estimate for a handrail on Darcy Green Place, Jeff, an employee of Charles Construction said that he would like to meet with someone to inspect the site and to discuss types of railings available. Mr. Keeton volunteered to meet with Jeff. With respect to a Word version of the Covenants and bylaws, etc., Ms. Waters reported that she had asked Tracy of CMI to do that. With respect to the storm water retention pond, Mr. Ehrlich had asked Mr. Martella to talk to Mr. Holzman to get us an update, to see if and when the pond will be transferred to the HOA from CENTEX.

D. Fios update. Verizon engineering will release its design to the construction section on 22 July. After that, they will begin the process of “locates”, i.e., using Ms. Utility and others to identify the specific locations of the various utility lines to residences.

VI. New Business.

A. Reserve study by Miller Dodson (MD). The President reported that he has not received a response from the firm (MD) that agreed to do the study. The President asked Ms. Waters to call a Peter Miller at MD. A 35% payment is due at the time of acceptance of their proposal and Ms. Waters has asked M-D for an invoice for that amount. The President also asked Ms. Waters to ask MD to give a start date.

B. Board elections. The President announced that the July meeting of the Board will be his last meeting. The Board expressed its thanks and appreciation to Mr. Covert for his dedicated and outstanding service as the Board President and wished him and his family well as they move overseas. The Board discussed appointing a new Board member in the Executive Session after the regular meeting adjourned.

C. Agent of Change. Mr. Keeton asked if Ms. Bocskor has carried out any actions in her capacity as Agent of Change for the HOA. There has been not any requirement for her to act in that capacity. CMI takes care of submitting changes to the Covenants to the county.

VII. Next Meetings: Monday, August 11, 2008 and Monday September 8, 2008.

The open meeting adjourned at 9:00 P.M.

EXECUTIVE SESSION: The Board discussed whom to appoint as a new Board member and then voted 3 to 1 to appoint Mark Weinberger as the newest member of the Board, to serve until the annual meeting of the HOA in January 2009, when election of new officers will take place. It was agreed that the Vice President should prepare the agenda for the next meeting of the Board, at which time the Board positions can be allocated among the Board members.

The meeting adjourned at 9:10 P.M.

Respectfully submitted,
Francis L. O'Donnell, Secretary