

**Forest Glen Station Homeowner's Association
Executive Board Meeting
October 27, 2008**

I. Call to Order. The Board Meeting was called to order by the President, Allen Feuer, at 7:35 P.M. The meeting was held at the President's home, 2118 Clark Place.

Other Members Present: Francis O'Donnell, Secretary; and Doug Keeton.

Others Present: Vincent Hughes, Joe Hubbard, and Melissa Feuer.

II. Approval of Minutes of Last Meeting. The Board approved the minutes from the Executive Board Meeting of September 8, 2008.

III. Officer/Committee Reports.

A. Treasurer / Budget and Finance Committee. Mr. Ehrlich was not present to report. The President commented that the HOA's reserve funds are in money market funds, and remain safe during the current economic downturn.

B. Covenants Committee. The Committee met on October 7. The Committee had received a request for architectural change for a deck or sunroom at 2111 Darcy Green Place. The Committee provided conditional approval but the full application is still pending. The Committee also approved a request to install a spotlight and new outdoor lighting fixture. The Committee also noted that the refrigerator stored behind a Clark Court residence is still there; it will send a letter reminding the residents to remove it. The Committee's revised guide for new residents was presented to the Board for further review. The next Committee meeting will likely take place on December 2.

C. Parking and Safety Committee. The Committee met October 14. No report.

D. Landscaping and Grounds Committee. The Chair, Mr. Hughes, provided follow up to his report at the last Board meeting. It is a good time to replace trees in the community that have died (2 ash trees on Kimball Pl., a dead pine tree near the pond, and an olive tree on Clark Ct.) He has gotten bids for the work from Adirondack Tree Experts. They will grind out holes for replacements. There is a need to trim some branches of a mulberry tree in the reserve area. Mr. Hughes obtained a needed letter from the county approving the work in the reserve area, where the fallen wood must be allowed to remain on the ground. The overall bid price was \$975 for removals and trimming. He submitted the bid to the Board.

To replace the above trees, he obtained an estimate from Behnke's for 2 azaleas on the mews, 2 trees on Kimball Pl., and one pine tree. A 1 year guarantee is included. The estimate of \$1,300 brought the total costs over the budgeted ceiling of \$2,000. Board discussion on reducing the costs covered either omitting something from the work or soliciting a bid from another vendor. Mr. Hughes said he would seek other bids

(possibly Ace Tree Service, Meadows Farm). The Board approved (3-0) a motion to accept the Adirondack bid for tree removal.

E. Social Committee. Ms. Feuer reminded that the Halloween Parade is scheduled for 6:30 gathering on Friday night. Last year 50 children participated. The weather should be good. The HOA picnic was a success. The President expressed thanks for the picnic efforts by Josh Pitlick (grill), Norah O'Donnell (cooking), Jaclyn and Matt McKelvey (several actions), and Melissa Feuer for organizing efforts.

IV. Open Forum. The first subject under discussion was the two parked cars that have not been moved from spaces on Darcy Green Place for a very long time. One has a flat tire. One has expired license plates. The Board decided that, instead of having both cars towed tomorrow, Mr. Rudd would place warning notices on both cars tomorrow and, if they are not moved, the Board will ask Henry's Towing to tow away the cars after a grace period of 3 to 5 days. The sign posted on the street provides guidance with respect to the condition of cars and the 30 day limit. Discussion noted that the costs associated with towing and storage can add up quickly. The Board's decision provides the owners a chance to avoid those costs.

Mr. Hubbard asked whether it would be possible to put a trash can in the tot lot. The Board noted that this proposal has come up before. There were concerns that no one would be responsible for picking up the trash and that non-residents would dump trash into it. After discussion, the President said he would contact CMI for a quotation on the cost of putting in a can. The Saturday trash collection could empty the can.

V. Old Business.

A. Retaining Attorney. Pursuant to the Board's decision to retain the legal services of Thomas Schild, the President stated that he is going to sign the contract so that the services will start on November 1. He will provide the invoice to CMI for payment.

B. 2009 Budget. The Board discussed at length the draft proposal for next year's budget. Two factors necessitate increases in homeowners' assessments. First, as pointed out in the reserve study, the community needs to increase the contributions to the reserve funds. The study said that we need to save more. Moreover, the projected costs span the next 30 years but the estimates do not take into account inflation and increased costs of the work necessary to maintain the community. Thus, the HOA will need to repeat the reserve study every 5 years. The HOA must be prudent in saving moneys for future capital and maintenance costs. Secondly, legal expenses have gone up. The HOA needs professional assistance in knowing what has to be done. The attorney on retainer will help us meet some of our challenges, such as the hand over of the community property and the retention pond from the developer (Centex) to the HOA and, in turn, the hand over of the pond to the County. The budget takes into account those 2 items. The net impact of these added expenses is that the monthly assessments for the town homes will rise from \$71.72 to \$80.09; for the single family homes, they will change from \$44.66 to \$56.84. The percentage distribution of expenses for community maintenance between the town homes and the single family homes remains the same as in previous years. It

was noted that the single family homes do not pay as much for snow removal and landscaping because they perform those services on their own properties. The reserve contributions have been raised significantly in the 2009 Budget per the guidance in the reserve study. The Budget Committee chose a middle ground between the 2 options suggested by the reserve study. The budget for snow removal was cut because of the snow removal reserve that grew because of reduced costs in 2008. The town homes realize the most benefit from this saving. Funds are allocated for pond maintenance now so that the community will not have this expense in the future, after the County takes responsibility for the pond. The President asked the Board to take one more look at the draft budget. The Board supported the President's proposal to email to the entire community the draft budget in order to solicit comments. A clear explanation should accompany the budget. The President said he will draft such a notice for the website if he has the opportunity.

C. Neighborhood Picnic. See above.

D. Stormwater Pond. It was noted that the pond is not draining well. As a result, the grass couldn't be cut. When finally cut, the grass clippings were huge. Discussion about maintenance and disposition of the pond followed. It was agreed that we should ask the attorney, Mr. Schild, to look into this and work with CMI and Centex to resolve the ownership issues in anticipation of transferring the pond to the County.

VI. New Business

A. Call for Homeowners Interested in Board of Director Positions. Two seats will become available in January, those held by Mr. Feuer and Mr. Weinberger. The Board will solicit candidates for the Board election in advance of the January meeting.

B. CCOC meeting report: Mr. Ehrlich and Mr. Feuer went to the meeting of the Montgomery County Commission on Common Ownership Communities on October 1. They reported on the issues they heard about: contacts with the County, transportation (about trees growing on county roads), the police's concerns about theft from autos, encouragement for residents to report suspicious activities to the police, and the necessity to change site plans if trees are added or removed.

C. Halloween party. See above.

VII. Next Meetings

Monday, November 10, 2008

Monday, December 8, 2008

The meeting adjourned at 8:58 PM.

Respectfully submitted,
Francis L. O'Donnell, Secretary