

Beachwalk HOA November 2014 Meeting Minutes

Board members present were: Pat Brennan, Gary Stickley (via phone), Joe Truelove, and Bill Bryan.

Committee members present were: Jim Craig and Mike Gentile.

Homeowners present were: Dan Church, Don Morrow, and Scott Garwicki.

Call to order was executed at 6:00 PM, November 13, 2014.

Pat (President) asked the financial report review for the month of October, 2014 be accepted as submitted by Cindy Snead, HOA Representative, Network Realty. All members accepted the review unanimously.

Committee Reports

Stormwater Committee was represented by Jim Craig and Mike Gentile. Jim noted it is time to generate a contract to facilitate the initiation of the project with Larry Sneed, Coastal Stormwater, Incorporated. Jim also noted he is actively seeking additional members for his committee to assist in the generation of the contract. He said his (Jim's) expertise was technical and not legal, and therefore deferred the actual task of generating the contract to another person, as yet not identified.

Jim noted that Larry has contracts from previous jobs which could be used as a template, and this may be the best avenue for a contract. Homeowner, and now Stormwater Committee volunteer, Dan Church, noted the AIA (American Institute of Architects) has existing a voluminous template which could be used for this project. He noted the AIA contract template covered all the legal matters, as well as the technical, project management, cost revenues, etc.

Much discussion among Jim, Mike, Dan, Pat, and Bill was conducted concerning the best avenue in not only generating a contract, but also ensuring the content of the contract is correct. Mike noted a three page contract is sufficient if all the data were attached as appendices, whereas Jim noted a thirty page contract would probably be required to cover all the aspects of this project. A meeting with Larry, Mike, and Jim was scheduled for 10:00 AM, November 14, 2014 to discuss the scope of work expected from Larry.

Jim emphasized the need for more volunteers of myriad backgrounds on the Stormwater Committee. He needs legal and accounting expertise immediately in the generation of the contract. Everyone noted this is a large sum of money, and the need to specify precisely the scope of work is required to avoid cost overruns and/or legal problems. Jim emphatically stated the cost of the project would not exceed \$250,000 irrespective of any unforeseen problems. He also stated he would be working on the contract for the next month. The board recognizes and appreciates all the work everyone has invested into not only this project, but all projects.

Jim also explained the reason for the price increase over the past few years, from \$158,000 to \$250,000. Jim stated Larry's estimate in 2013 did not include the ditches, which could range from \$47,000 to \$80,000 depending upon the scope of the project. Jim is confident the price has not increased if similar scopes of work are compared. With the scope of work as currently specified, the price for the project is estimated at \$238,000. With a contingency added for safety, the project was approved for \$250,000 at the annual board meeting.

Jim noted the scope of the work must be performed in sufficiently small steps to preclude the need for a new permit from DENR. This must be considered in the generation of a contract. The minutes of the Stormwater Committee for November 13, 2014 are attached.

Tom Moffitt (Secretary HOA) was on leave, but wrote an email before his departure advocating the requirement of an oversight committee for the Stormwater Project (email attached). His proposal was brought up for discussion; after much discussion regarding the merits/demerits of a separate committee, Joe made a motion to "not have an oversight committee." The motion was seconded and a vote taken. The motion to not have a separate committee passed unanimously.

Pat made a motion to "add an accountant to the existing committee for contract oversight purposes." The motion was seconded and a vote taken; three votes for and one vote against. The motion to add an accountant to the Stormwater Committee passed. Gary recommended the accountant should be involved in the generation of the contract.

Additional Business

Pat stated she would like to combine the Pool Committee and Clubhouse Committee into a Recreation Facilities Committee (Joe and Mike). The board agreed.

Pat noted the separate committees should have liaisons who "carry the information to the board, but who do not vote." These liaisons are yet to be identified, and is a future task of the board in finding volunteers to accept these responsibilities.

Bill posited he received additional information from a vacant lot owner which stated the siding of the new house to be constructed would have vinyl shake and board siding. It was determined this wording was congruent with the HardiePlank[®] previously accepted by the Board of Directors. No action was taken on this matter.

Pat noted she had received an email from our mayor, Honorable Mr. Dean Lambeth, regarding a meeting between the town, Kure Dunes, and Beachwalk. She noted the email attachments all stated there should be a meeting among these entities, with one of the subjects to be discussed being our stormwater project. She asked the board for permission to forward all the email and attachments to Adam (Beachwalk's Attorney) for review. Bill made a proposal we wait until the return of Tom Moffitt before forwarding the emails. Pat and the board agreed. Joe suggested we notify the town if a meeting is scheduled involving Beachwalk, we be given two weeks' notice in writing.

New Business

Joe stated he would be out of the country from January to mid-March, 2015 and asked Gary if he (Gary) would accept Joe's responsibility of generating the financial report while absent; Gary consented. Gary stated he would assist Joe in generating the financial report for December 2014 to familiarize himself with the process.

Meeting Adjourned

Next Meeting will be at 6:00 PM Thursday, December 11, 2014 at the clubhouse. Homeowners are encouraged to attend this meeting to watch their board in action.

Submitted by Bill Bryan, Secretary Alternate
Beachwalk HOA Board of Directors
November 18, 2014