

Board Meeting Minutes

December 1, 2022 / 7:00 PM / VIRTUAL MEETING

Attendees

Name	Role	Initials	Attendance
Neil Smith	President	NS	Present
Subhasis Datta	Vice President	SD	Present
Paul Witting	Treasurer	PW	Present
Mike Wolmetz	Secretary	MW	Present
Lee Bakalar	Board Member at Large	LB	Present
Scott Wertlieb	Vista Management (VM)	SW	Present
Kevin Kapp	Vista Management	KK	Absent
Homeowner Attendees: None			

Annotated Agenda

- **Intro:**
 - Meeting called to order at 7:05
 - Open Agenda Items from Community
 - Motion to approve October Meeting Minutes (MW)
 - Motion to extend Vista Management Company for 2023 (NS)
- **Vista Management Updates:**
 - Finance
 - Outstanding Dues
 - 100% homes paid up
 - Finance Update
 - Detailed discussion of plant watering schedule
 - Fall Inspections Update
- **AECC**
 - Membership discussion

- Inflight List:

#Area	Status	Activity	Owner
Finance ▾	In Progress ▾	2023 Budget <ul style="list-style-type: none"> • Budget discussion • Motion to approve 2023 Budget 	PW
Maintenance ▾	Quotes ▾	Water Management - Trail between PHL & FGD <ul style="list-style-type: none"> • Review revised proposal • Discuss contingency • Motion to approve revised proposal 	NS
Maintenance ▾	Quotes ▾	Rich Branch Trail Entry Steps: <ul style="list-style-type: none"> • Review Allentuck proposal • Motion to approve 	VM
Maintenance ▾	In Progress ▾	Fall Tree Inspections: <ul style="list-style-type: none"> • Awaiting scheduling in December 	VM
Maintenance ▾	In Progress ▾	Mailbox Cleaning <ul style="list-style-type: none"> • Awaiting Allentuck scheduling based on VMC direction (after leaves, before the cold) 	VM
Other ▾	In Progress ▾	Townhome EV Charging Workgroup <ul style="list-style-type: none"> • Update & Discussion • Motion to approve initial consultation with Attorney 	LB

Completed Within The Month

Maintenance ▾	Completed ▾	Pebble Hill Trail Sign <ul style="list-style-type: none"> • Installed Nov 18th 	MW
Maintenance ▾	Completed ▾	Moss removal on trail <ul style="list-style-type: none"> • Move to complete - after discussion with Allentuck, we will continue to monitor this 	VM
Social ▾	Completed ▾	Halloween Social	NS

Parking Lot

Other ▾	Blocked ▾	MoCo Stream/Bridge Restoration <ul style="list-style-type: none"> • Awaiting permits - estimated June 2023 work start date 	VM
Maintenance ▾	Blocked ▾	Dufief Mill Road Clean-Up <ul style="list-style-type: none"> • Awaiting tree request outcome from MoCo 	VM

Closing

- Review of Meeting Minutes and Board Vote to Approve Minutes
- Meeting Closeout

Backlog

- Tot-Lot: Replace/repair?
- Basketball Court: Repurpose?

Votes

Motion	For	Against	Abstain
Approve October minutes	4	0	0
Extend Vista Management agreement for 2023	5	0	0
Motion to approve 2023 Budget	5	0	0
Motion to approve revised water management proposal plus contingency for \$25K	5	0	0
Motion to approve Allentuck Rich Branch trail steps proposal plus contingency for \$10K (with provisions discussed)	5	0	0
Motion to approve initial consultation with Attorney for up to 2 hours to discuss EV charging considerations for townhomes	4	0	1 recused
Motion to approve December minutes	5	0	0

Action Items

Activity	Owner	Action
Domain registration	NS	Check with Eugene on domain registration for website
Update accounting line items	SW	Correct reserve vs. operating items

Key Artifacts



EV charging outlet in Monet Dr, Rockville townhome community