

Norbeck Grove Community Association
May 10, 2007 Meeting Minutes
Norbeck Grove Community Clubhouse

Board Members Present: Larry Solomon, Jeff Kinker, Dave Crowley,
James Waring, and Rick Coburn

Board Members Absent: Susan Berkheimer, and Mike Barrett

Others Present: Todd Hassett, Management Agent
Melissa Carroll, Recording Secretary
Cynthia Halper, Events Committee
Homeowners

1. Call to Order – The meeting was called to order at 7:30 p.m. by Larry Solomon.
2. Homeowner Forum

Homeowner Inquiry – Barbara Axelsson of 4810 Broom Drive inquired if a homeowner needs to obtain approval from the Architectural Committee if they wish to remove a dead tree from their property? Dave Crowley stated that the homeowner should submit an architectural application and state what type of tree the homeowner wishes to install in its place. Ms. Axelsson stated that there is a dead tree on her property that was planted by the builder. Mr. Crowley stated that he will inspect this tree. Ms. Axelsson feels that there needs to be a change to the Rules stating that if an existing tree located on an individual property dies then there is no need for the homeowner to obtain approval to remove the tree and/or replace it. Larry Solomon and Todd Hassett stated that they have both seen this tree and it is dead and serves as a liability.

Ms. Axelsson also inquired as to why a homeowner would need approval to remove a gas lamp post in front of their property? Ms. Axelsson stated that these gas lamp posts almost never work and she feels that the homeowner should not need approval to remove them. Jeff Kinker stated that the gas lamp posts are a current architectural issue that the Board has been discussing. Larry Solomon stated that the gas lamp posts never were an issue until a homeowner removed their lamp post while performing a modification to their property. Dave Crowley commented that some of the lamp posts cannot even be seen from the road if surrounded by landscaping. Todd Hassett advised the Board that this will remain as a Pending item in future management reports.

- Deer Concern – Gus Tseronis of 4900 Downland Terrace inquired if the community thought it would be helpful to install fencing around the community boundary lines to help deter deer from entering the community. Dave Crowley stated that the fence would have to be 10 feet high in order to keep the deer out. Todd Hassett stated that Montgomery County Regulations state that only a six foot fence would be allowed. Mr. Tseronis believes that this rule has changed in regard to the fence height. Mr. Crowley feels that installing a fence would be very impractical because of the adjacent roadways and the four different entrances to the community.
3. Meeting Minutes – Dave Crowley made a motion to approve the April 12, 2007 minutes as written. Jeff Kinker seconded. The motion passed unanimously.

4. Committee Reports

- a. Architectural – Dave Crowley reported that to date, the Architectural Committee has received 22 architectural applications. Seventeen (17) have been approved, four (4) were returned to the homeowner for additional information and one (1) was denied (addition to home) and forwarded to the Board for their review and decision.

Mr. Crowley requested that a line be added to the architectural application requesting the homeowner's email address (where homeowner signs off on form) in order to allow for better communication.

Mr. Crowley advised the Board of a property located on Wickham Road where shingles came off of the roof. Apparently, the homeowner is unable to match the color of the shingles and has requested a letter from the Association to give to their insurance company stating that a different color of shingles would not be acceptable.

- i. Architectural Appeal, 4916 Downland Terrace – The Board was advised that Ted and Nancy Devers of 4916 Downland Terrace wanted to appeal the decision of the location of their birdhouse/sign and to allow it to remain in its current location (rear of home). Mr. & Mrs. Devers installed the birdhouse/sign on the left-hand side of their driveway and feel that this area is the rear of their property. Larry Solomon stated that the birdhouse/sign is not unsightly. Other homeowners in attendance commented that the birdhouse is very nice and looks fine in the current location, and the Dever's have a beautiful yard. Dave Crowley stated that the Covenants state that you cannot build or have a sign displayed in the side yard.

James Waring made a motion to make an exception and allow the birdhouse/sign to remain where it is currently installed due to the position of their yard. Jeff Kinker seconded. Dave Crowley opposed. James Waring, Jeff Kinker and Rick Coburn were in favor. The motion passed.

- ii. Spring Walk-Through Inspection – Todd Hassett advised the Board that second notices have been sent out to those homeowners who were cited during his Spring walk-through of the community.

- b. Pool/Clubhouse – Todd Hassett advised the Board that the Coke machine at the pool was broken into. Mr. Hassett has contacted the vendor who may have to remove this machine in order for repairs to be performed. Mr. Hassett inquired if the Board would like to have a snack machine installed at the pool facility. The Board requested Mr. Hassett to contact a vending company as opposed to Coca Cola, and inquire about the installation of a snack/soda machine. The Board also advised that the machine should not be stocked with items that will melt and to include healthy snacks at a reasonable cost. The Board also requested that the Association receive a portion of the cost for the sodas and snacks.

Todd Hassett reported that he has met with the Assistant Pool Manager who will be in attendance at the June Board meeting. Mr. Hassett advised that a full staff has been hired by the pool company, RSV Pools. Mr. Hassett stated that the Assistant Manager and Manager are new but the other staff members remain the same as last year.

- c. Swim Team – Kara Rogers stated that registration for the swim team was held and they had a lot of individuals register for the team. Ms. Rogers mentioned that there will be three new coaches this year. Ms. Rogers reported that the Relay or Divisionals will not be held at Norbeck Grove this year because they were held here for the last couple of years. Ms. Rogers advised that a new “Records Board” will be installed in the clubhouse and the cost would be \$350.00. Apparently portions/pieces were missing from the previous board. Todd Hassett reported that a check was received from Bar-T for the use of the pool facility. Larry Solomon inquired if an inventory of the pool furniture is performed at the end of each season or should the furniture be marked “Property of Norbeck Grove”. Mr. Hassett stated that this is usually performed at the end of the season but he will follow up with the pool company.

- d. Website/Directory – No update.
- e. Community Events – Larry Solomon thanked Cynthia Halper and the Relay Team for their hard work, time and dedication in preparing/organizing the Community Yard Sale, which was held on April 28, 2007. Ms. Halper stated that the yard sale was well advertised and was a great success. Ms. Halper mentioned that Norbeck Grove may wish to consider purchasing a banner to be posted for future community yard sales. Ms. Halper stated that the Relay Team was responsible for the food and the yard sale raised \$800.00. Ms. Halper feels that holding the yard sale the last weekend in April is a good idea and does not conflict with other nearby community or association yard sales.

Ms. Halper stated that she will not be available to help with the July 4th parade and volunteers are needed. Ms. Halper stated that some supplies are available for this event. Todd Hassett will request Brenda Egeland to include an article on the website requesting volunteers.

- f. Grounds – Todd Hassett reported that Mike Barrett has begun to contact homeowners in order to make arrangements to conduct a walk-through of the community. Mr. Hassett stated that Mr. Barrett has met with the community landscaper to discuss improvements to the community. Dave Crowley stated that the traffic circles in the community need attention. Todd Hassett stated that to date, the lawn company has not installed the annuals at the traffic circles. Mr. Crowley requested a copy of the lawn maintenance schedule. Mr. Crowley is interested in the turf program and other improvements to the community. Mr. Crowley also mentioned that soil needs to be added to the playgrounds in the community.
- g. GOCA – Rick Coburn stated that he did not attend the last GOCA meeting held on May 8, 2007. Mr. Coburn reported that the topic for discussion scheduled for the June and July (2nd Tuesday of each month) meeting will be the 32 acre site which will include 130 units of which 50% will be affordable housing.

Mr. Coburn stated that 3 to 4 volunteers from Norbeck Grove are needed for “Olney Days”. Mr. Coburn requested that an article be included on the website requesting volunteers. Mr. Hassett stated that an article has already been posted on the website.

- h. Neighborhood Watch – James Waring inquired if any security patrols are taking place in the community? Todd Hassett stated that Susan Berkheimer is working in conjunction with representatives from Montgomery County Police to patrol the community. Mr. Hassett stated that Ms. Berkheimer also patrols the community on her own. Mr. Hassett stated that on certain nights the police park their vehicles at the entrances to the community in order to show awareness.

Mr. Hassett also reported that two vehicles were broken into during the sealcoating project.
5. 2006 Audit – Jeff Kinker made a motion to accept the following wording in order to allow the auditor to file the Association’s Tax Returns in a way that is most beneficial to the Association:

“Now, therefore, the members hereby adopt the following resolution by and on behalf of the Norbeck Grove Community Association resolved, that any excess membership income over membership expenses for the year ended December 31, 2006, shall be applied against the subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604. This resolution is adopted and made part of the minutes of the meeting of May 10, 2007.”

James Waring seconded. The motion passed unanimously.
6. Deer Meeting – Mr. Gus Tseronis of 4900 Downland Terrace stated that 15 people attended the May 3, 2007 Deer Control Seminar. Rob Gibbs of the Maryland National Capital Park & Planning Commission was the guest speaker. Allan Halper stated that he talked with Mr. Gibbs who stated that bow hunters can be used to thin the herd of deer in the area. Mr. Gibbs advised that the Association would need to get approval from neighbors who are all within 150 yards of each other and agree to allow the use of bow hunters to thin the herd. The Board discussed lime disease and that it can be treated effectively if properly diagnosed. Todd Hassett stated that tips can be posted on the website advising homeowners what to/not to plant around their homes in an effort to deter deer.
7. CCOC-Masters – Todd Hassett advised the Board of Directors that the Masters of 18266 Wickham Road have filed an appeal to the District Court and he will keep the Board abreast of any future developments.

8. CCOC-Norbeck Grove I Condominium – Todd Hassett advised the Board of Directors that Ms. Fontell has not notified the residents of Norbeck Grove I Condominium of the CCOC's findings and she could be considered in contempt of Court. Mr. Hassett will keep the Board abreast of any future developments.
9. Rushbrooke Stormwater Pond – Todd Hassett advised the Board that Donny Kempa of Day Development is still waiting to hear back from the Department of Environmental Protection regarding the proposed improvements to the stormwater pond on Rushbrooke Drive. The Board will be kept abreast of any future developments.
10. Sealcoating Project – Todd Hassett advised the Board that the sealcoating project for the streets and parking lots in front of the townhomes and condominiums was completed on Wednesday, April 25, 2007. Mr. Hassett stated that the Association spent \$800.00 towing vehicles from the streets in question. Mr. Hassett stated that he knocked on several doors to alert the owners prior to the vehicles being towed to a nearby street. Mr. Hassett stated that two vehicles were broken into during this project.

Dave Crowley reported a problem with vehicles parking along the yellow curb lines in the community. Mr. Hassett stated that he can sticker vehicles but a sign needs to be installed where the yellow curbs are located in order to have vehicles towed. Mr. Hassett stated that the cost would be roughly \$100.00 per sign and four signs are needed.

11. Delinquencies – The Board reviewed the Delinquency Status Report submitted by Andrews Laws Group. Mr. Hassett stated that out of the eight delinquencies, six are condominium owners and two are townhouse owners.
12. Homeowner Complaint – Frank Burdine of 4706 Broom Drive advised that he just moved into the community and was concerned about trash being placed out for collection too far in advance. Mr. Hassett stated that every Spring this is a battle and then it levels off. Larry Solomon stated that residents can always take their trash/debris to the Shady Grove Transfer Station. Mr. Hassett stated that the Transfer Station is open from 9 to 5, 7 days per week. Mr. Hassett also stated that letters are sent to residents when he notices violations during his weekly inspection of the community.
13. Adjournment – Rick Coburn made a motion to adjourn the meeting at 9:10 p.m. Dave Crowley seconded. The motion passed unanimously.

