

Norbeck Grove Community Association  
January 10, 2008 Meeting Minutes  
Norbeck Grove Community Clubhouse

Board Members Present: Larry Solomon, James Warring, Jeff Kinker,  
Victoria Cooper, and Susan Berkheimer

Board Members Absent: Dave Crowley and Michael Barrett

Others Present: Todd Hassett, Management Agent  
Melissa Carroll, Recording Secretary  
Brenda Egeland, Website Committee  
Tobin Fried, Homeowner  
Katherine Frederick, Homeowner

1. Call to Order – The meeting was called to order at 7:34 p.m. by Larry Solomon.

2. Homeowner Forum

Commercial Vehicles – Brenda Egeland stated that there is a problem with taxi cabs parking in a particular section of the community.

3. Meeting Minutes – James Warring made a motion to approve the November 8, 2007 minutes as written. Jeff Kinker seconded. The motion passed unanimously.

4. Board Positions – This item was tabled until the March 2008 Board meeting.

5. Committee Reports

a. Architectural

i. Fine Appeal – Marilyn Cuzzolina at 4906 Downland Terrace appealed the \$135.00 in fines and late fees added to her homeowner assessment account for her garage door violation, which has since been repaired.

The Board was advised that the homeowner took one year to resolve the violation with their garage door.

Todd Hassett stated that Ms. Cuzzolina advised him that there were extenuating circumstances that caused the long delay in repairing their garage door. Jeff Kinker stated that the homeowner took a long time to respond to the first letter that was sent to them. Todd Hassett stated that he did not hear from the homeowner since January 2007. Larry Solomon feels that due to the circumstances, the Board should consider waiving the fine but the homeowner should not expect leniency in the future.

Jeff Kinker made a motion to reduce the fine to \$50.00 for the garage door violation issued to 4906 Downland Terrace. James Warring seconded. The motion passed unanimously.

b. Pool/Clubhouse

- i. Clubhouse Rental Rate – James Warring made a motion to reduce the fee to rent the community clubhouse during the week (Monday through Thursday, September 15<sup>th</sup> through May 15<sup>th</sup>) to \$150.00. The security deposit would remain the same (\$250.00). Jeff Kinker seconded. The motion passed unanimously.
- ii. Community Door Replacement – The Board requested Todd Hassett to obtain additional bids to replace the two sets of French double doors for the community clubhouse. These doors have had to be repaired several times and are starting to show wear and tear.
- iii. Stone Work Proposal – Jeff Kinker made a motion to accept the proposal submitted by Handyman Services to point and fill the cracks and large holes on the exterior stonework of the clubhouse at a cost of \$475.00. James Warring seconded. The motion passed unanimously.
- iii. Rental of Pool Request – The Board was advised that Katherine Frederick of 18532 Rushbrooke Drive contacted the Association to request rental of the pool for a fifth grade graduation party for students who attend Olney Mill Elementary School on June 12, 2008 from 11:00 a.m. to 3:00 p.m. Ms. Frederick stated that there are 100 fifth graders and their

parents would also be in attendance. Ms. Frederick mentioned that approximately 20% of the fifth grade class lives in Norbeck Grove. Ms. Frederick stated that in the past they have rented the Ashton pool for \$250.00 + the cost for lifeguards.

Larry Solomon stated that he was concerned about liability issues. Todd Hassett stated that as long as RSV Pools would be using their lifeguards that their insurance would cover any liability. Mr. Hassett stated that June 12, 2008 is the last day of school and the pool would not be open to the Community Association members until 3:00 p.m. Jeff Kinker was in agreement as long as RSV Pool's insurance would cover any liability issues. James Warring is concerned that residents will see that the pool is open and come to the pool prior to 3:00 p.m. but cannot gain access. Jeff Kinker stated that signs can be posted at the entrance stating "Private Party", etc. Todd Hassett stated that signs can be posted and a notice can be listed on the website. James Warring requested that the President of the PTA or group responsible for this activity, sign an agreement to hold Norbeck Grove harmless of any injuries, accidents, deaths, etc. that might occur during this event. They would also be responsible for any damages caused by their students/parents during this event. The Board also requested that this event be finished and everyone should be cleared out of the locker room by 3:00 p.m. in order to allow the Norbeck Grove residents access to the pool.

Jeff Kinker made a motion to allow Olney Mill 5<sup>th</sup> Grade Graduation Party to be held at the pool on June 12, 2008 at a cost of \$250.00 + the cost of lifeguards to be provided by RSV Pools. Victoria Cooper seconded. The motion passed unanimously.

- c. Swim Team – No report.
- d. Website/Directory – Brenda Egeland advised the Board that she is working on a proposal for overseeing the Directory, printing expenses, etc. Ms. Egeland mentioned that the Directory was last done in 2005. Ms. Egeland advised the Board that she would not be able to collect the advertising and art work for the Directory. Larry Solomon requested Todd Hassett to research how many new homeowners moved into the

community since 2005. The Board would like volunteers to solicit advertisements in order to help off-set the cost of the Directory. Ms. Egeland stated that the majority of her time in the past was spent on organizing and inputting advertisements (4 to 5 pages were in the last Directory). Mr. Solomon requested Ms. Egeland to submit two proposals, one advising of the cost involved that would include advertisements (cost per ad, page, etc.) and the cost with no advertisements. James Warring feels that the Directory should be on the website. Ms. Egeland stated that she would have to charge the community and that it is very time consuming. Todd Hassett stated that the next mailing will be the pool pass mailing and it will go out after the March Board meeting. Mr. Hassett stated that there are no funds budgeted for the Directory but funds could be taken from the snow removal line item of the budget.

- e. Community Events – Todd Hassett advised the Board that there is no Chairperson for this Committee. Larry Solomon feels that an “Adult Night” should be planned at the pool around June. Victoria Cooper stated that she will inquire if her husband would be interested in organizing this event.
- f. Grounds – Larry Solomon updated the Board in regard to common ground improvements and stated that trees have been planted on Wickham. Todd Hassett stated that McCarthy Landscaping has replaced two Beech trees on Broom Drive as well.

The Board requested Mr. Hassett to provide a break-down of the percentage that the townhomes, single family and condominiums pay for snow removal services and lawn care.

- g. GOCA – James Warring made a motion to authorize \$100.00 be sent to the Greater Olney Civic Association along with a \$100.00 contribution to help defray expenses for the fireworks display at Olney Days. Susan Berkheimer seconded. The motion passed unanimously.
- h. Neighborhood Watch – Susan Berkheimer stated that no problems have been experienced in the community. Ms. Berkheimer reported that there were a couple of break-ins at Fraley Farm. She stated that a Police

Officer parks his car where the Pulte trailer use to be located, when patrolling the community.

6. Bench Proposal – Todd Hassett advised the Board that he received several requests from homeowners to install some benches at the basketball court in the townhome section of the community. Mr. Hassett presented the Board with a proposal received to install one bench at a cost of \$1,485.00 and to install two benches at a cost of \$2,610.00. The Board stated that they are not interested in installing benches at the basketball court at this time.
7. Masters Case – Todd Hassett presented the Board with an email received from Julie Dymowski with Whiteford, Taylor & Preston who stated that there was nothing new to report on this case. She is currently waiting for the Court record from Montgomery County Circuit Court to be transferred to the Court of Special Appeals. Upon transfer, she will be notified that the Association has 30 days in which to file a Memorandum arguing the errors in the Circuit Court's ruling.
8. New Business – None.
9. Old Business – None.
10. Board Positions – The Board agreed that if all of the Board members are not present at the March 2008 Board meeting, that a vote will be conducted to determine the Officer positions.
11. Meeting Signs – James Warring stated that he will retrieve the meeting signs after tonight's meeting as well as put them up prior to the next Board meeting.
12. Adjournment – James Warring made a motion to adjourn the meeting at 8:50 p.m. Susan Berkheimer seconded. The motion passed unanimously.