

**London Towne Homeowners Association  
Board of Directors Meeting**

**July 22, 2004**

**ATTENDANCE:**

**Approved**

Robin Peralta, President  
Joe Climo, Vice President  
Sally Saucedo, Treasurer  
Mike Mallon, Secretary  
Mike Lannes, Director

Craig Courtney, Sequoia Management  
Elizabeth Scarangella, Recording Secretary

**ABSENT**

**CALL TO ORDER:**

The President called the meeting to order at 7:04 p.m.

**GUEST SPEAKER:**

Don Doxsee, owner of Premier Landscaping, attended the meeting to discuss the monthly log and ask him to give guidance to the Landscape Committee headed by Michelle McCormack. The impact of aeration was discussed and everyone agreed that the change was apparent. Mr. Lannes asked that the trees be "pole trimmed" and weed established bed. The maples on Stone Road will need to be pruned and a dead tree on the center island on Paddington Lane will need to be removed. The Board members will email Mr. Courtney a list of trees to be removed. He will take care of all the trees that will not need to be climbed to be removed. The weeds in the sidewalks have been treated with round up.

**RESIDENT INPUT:**

A resident reported that her car was towed out of her assigned spot. The permit was not in the car. She would like the Board to review the policy of towing from assigned spots. Ms. Peralta informed the resident that the Board is in the process of reviewing the impact of the parking policy on the community and how the changes can be implemented with the lowest cost and inconvenience to the residents.

**MINUTES:**

A motion was made to approve the minutes from the June 24, 2004 meeting as amended, seconded and approved (5,0,0).

**COMMITTEE REPORTS:**

**Landscaping Committee:**

No written report. Ms. Saucedo said that Committee discussed walking the neighborhood to notate dead trees, eroded areas and areas where trees need additional care. The Committee will contact an arborist for advice.

### **Block Captain Committee:**

No written report. Mr. Sheldon reported that the Committee was considering organizing block parties for the residents to get to know each other. A listing of the streets with and without block captains will be published in the Crier. They would like to make note of the lights that are out. Ms. Saucedo will send him a spreadsheet with all the addresses in the community. He recommends more "policing" of the community, but realizes that there is a manpower shortage. The committee would like to be available to help residents in need with repairs or understanding of the rules of the neighborhood.

### **MANAGEMENT REPORT:**

Mr. Courtney presented an analysis of the Balance Sheet, Income Statement and General Ledger. The Board reviewed the information. The Board did not have any questions.

### **OLD BUSINESS:**

The Board discussed the resolutions disseminated to the residents i.e. Parking Resolution 9 (a combination of Parking Resolution 6 and Parking Resolution 8), Due Process Resolution, Collection Policy Resolution and Architectural Guidelines.

A motion was made to adopt the Due Process and Collection Policy Resolutions, seconded and approved (5,0,0). The signed resolutions will be mailed to the residents along with a letter stating that Resolution 9 and the Architectural Guidelines will be discussed at a separate meeting tentatively scheduled for mid September. Information will be in the Crier and on the Bulletin Board. The Board discussed the towing policy and options available. The Board asked Mr. Courtney to contact Dominion Towing and tell them to make sure that the reason for a vehicle being towed is written on the towing ticket.

### **ARCHITECTURAL APPLICATIONS:**

The following applications were presented to the Board.

- A. Kelley (14812 Haymarket Lane) – replace existing patio-approved
- B. Tu (14825 Palmerston Square) – install awning on back of house - approved
- C. Jackson (14814 Smethwick Place) – new front door and storm door - approved
- D. Flores (14865 Leicester Court) – install concrete patio - disapproved
- E. Bradford (14876 Lambeth Square) – change color scheme - approved
- F. Ed Clark (14843 Leicester Court) – new windows - approved
- G. John Parker (14842 Leicester Court) – brick patio – approved
- H. Le (14840 Maidstone Court) – paint shutters and front door - approved  
Windows – disapproved
- I. Bender (14827 Hatfield Square) – replace window, sliding glass door and install new French door – approved. Deck – disapproved
- J. DiToto (14819 Hatfield Square – barbeque canopy - disapproved

### **NEW BUSINESS:**

The Board discussed the Crime Prevention Through Environmental Design survey. The Board would like to have lights installed in the parks and Mr. Courtney will get bids and the Board can work on establishing a program for installing additional lighting throughout the community. The trashcans covered in graffiti have been painted black to cover the writing. The management company will replace faded signs, but remain conscious of "sign pollution".

**EXECUTIVE SESSION:**

The Board recessed in Open Session and convened in Executive Session to discuss pending and proposed litigation as well as delinquent accounts at 9:15 p.m.

The Board reconvened in Open Session at 9:32 p.m.

**ADJOURNMENT:**

A motion was made, seconded and approved unanimously to adjourn at 9:36 p.m.