

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

June 26, 2003

ATTENDANCE:

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

Approved

Craig Courtney, Sequoia Management
Elizabeth Scarangella, Recording Secretary

CALL TO ORDER:

The President called the meeting to order at 7:05 p.m.

RESIDENT INPUT:

A resident who parks her commercial vehicle in her driveway would like to continue to do so without concern over being cited by the Board. She is concerned about vandalism if it is parked on a state road. She presented a petition signed by all the residents of her court indicating there was no objection to the parking practice. She indicated she would remove the commercial signs on the van when it is parked in the driveway. She said that she has permits to operate a home business and asked for a response from the Board in writing.

An email was received from a resident regarding the trash entering London Towne from London Towne West. Mr. Courtney to get a bid for the fence and have an engineer stake the property to make sure that the fence is not prohibited by an easement.

MINUTES:

A motion was made to approve the minutes from the April 24, 2003 Board meeting as amended. The motion was seconded and approved unanimously. A motion was made to approve the minutes from the May 8, 2003 as written. The motion was seconded and approved unanimously.

MANAGEMENT REPORT:

Mr. Courtney presented an analysis of the Balance Sheet, Income Statement and General ledger. Ms. Saucedo questioned the entry of "invalid account". Mr. Courtney presented an explanation and she was satisfied. The Board had no other specific questions on the financial information presented.

OLD BUSINESS:

The concrete repairs were discussed. A motion was made to add Bodley Square and Bentley Square side walk repairs to the list of areas to be addressed in the community repairs in August.

Another application with the specifications of the split rail fence will be requested from the homeowner who wants to install a fence at their property on Bodley Square. A

motion was made to allow Ms. Peralta to sign the application if complied with the guidelines. It was seconded and approved unanimously.

The Board is awaiting a letter from the attorney, Chadwick Washington, with an outline of recommendations on how to proceed with adopting reserved parking. Ms. Saucedo will contact Mr. Bunn to try to obtain this information prior to the next parking meeting on July 7, 2003.

ARCHITECTURAL APPLICATIONS:

The following applications were presented to the Board.

Carcamo (6073 Wycoff Square) – Tree removal was approved, but grinding the stump and roots and replanting of a tree is required.

Nguyen (14755 Ealing Court) – Installation of a deck was approved subject to obtaining County permits. The fence was disapproved due to lack of appropriate information.

Treu (14719 Wycombe Street) – Installation of a fence with caps rather than decorative arrows was approved.

NEW BUSINESS:

Ms. Saucedo and/or Mr. Lannes will meet with Premier Turf and Landscape to walk the Community to determine the scope of their debris removal. If it is not Premier's responsibility to clean up common areas, the Board will need to determine how to have these areas cleaned up.

Mr. Courtney to look into pruning the trees and removing the honeysuckle from the bushes along Stone Road and Gothwaite.

The Board would like a sign inventory taken to determine which signs are in need of replacement. A police officer told Ms. McGuinness that posting "No Trespassing" signs in the parks gives the police greater authority to control loitering. The Board made a motion to install the signs in the parks after they confirm with the attorney their legality. The signs will have wooden posts and metal signs. The motion was seconded and passed unanimously.

The Board determined that concrete driveways are not permitted.

Mr. Helmick, Sequoia Maintenance Engineer, is to contact R.E. Martin Tree service to have several dead trees removed from Gothwaite Drive, Paddington Lane and Bodley Square. Mr. Lannes will present a list of trees to consider for replacement.

Ms. McGuinness will supply a list of trees to be considered as a buffer on Stone Road and Route 29. The widening of Stone Road will be taken into consideration when planning the buffer.

A letter will need to be sent to the residents of Smethwick Place advising them that on the advice of legal counsel the revised "Rules of the Road" can and will be enforced. The letter will also need to reiterate that there is no reserved parking as yet and all cones and other restrictions placed in the parking areas will not be allowed.

The rights and responsibilities of communities will be published in the August through October Crier requesting resident input on adopting this document as a resolution. The Board will address the issue at the November meeting.

HOMEOWNERS' CORRESPONDENCE

A letter will be written to the resident at 14822 Hoxton Square requesting that they be more considerate of their neighbors and curb the car traffic and noise after dark. The Board instructed Sequoia Management to confiscate the recycling bin at 14823 Hatfield Square and to send a violation notice regarding the fence.

EXECUTIVE SESSION

A motion was made at 9:12 pm to recess and convene in Executive Session. The motion was seconded and approved unanimously.

The Board reconvened in Open Session at 10:08 pm.

A motion was made, seconded that prior to considering a variance for the commercial painting van, the Board will write a letter to the owners requesting copies of the county and state home based business licenses. The letter will also state that while the matter is under consideration, no further action will be taken. All members were in favor.

A motion was made, seconded to accept the payment plan of the resident on Hatfield Square of \$100 plus month dues to be paid each month. The Board would like a Confessed Judgment and a Promissory note if the resident does not comply with the terms.

The payment plan for the resident of Ealing Court was accepted without out restriction.

ADJOURNMENT:

A motion was made, seconded and approved unanimously to adjourn at 10:14 p.m.