

**Minutes of PWCA Board Meeting  
Wednesday, March 20, 2002  
Robinson High School**

The meeting was called to order at 7:05 PM.

**In attendance were:**

Jim McHugh – President  
George Burgee – Treasurer  
Elise Converse – Secretary

Rich Juchnewicz  
Don McBride  
Heather Villavicencio

Kevin Berry – Environmental Chair

**Absent were:**

Paul Downey - Vice President  
Joanne Biagi  
Kristen Cigler

**Also in attendance were:**

Mr. Ed Warmus and Mr. James Page representatives of BFI Trash Services.  
One (1) homeowner in attendance with his daughter.

Jim McHugh motioned that the February minutes be approved as written, it was seconded by Heather and approved unanimously.

First, the two representatives from BFI spoke. Mr. Warmus thanked the Board for the opportunity to attend the meeting. He discussed both his and Mr. Page's history with the company. He emphasized that BFI had the structure in place to handle all complaints in a timely manner with e-mail, cell phones and lots of supervision in their organization. He emphasized that while he could never guarantee that there would be absolutely perfect service, he could assure the Board that BFI would respond immediately to any problems that were brought to their attention. Their goal is to solve problems within an hour.

Jim mentioned he likes the fact the BFI drivers only drive the trash truck, and do not get out of the truck quickly to load garbage. He noted he always found the previous company's drivers habit of doing this troublesome. He also said he like the way BFI responded to the problems that arose on the first day of our contract when our community was apparently left off the pick-up list. Jim said the only constant complaint seems to be the failure to police the areas of trash scattered around the loading area, although he did note that it seemed to be getting better.

Rich Juchnewicz requested that the trash cans, after they are emptied, not be left on the common ground sidewalks or in homeowners' parking spaces. He also told the BFI reps he appreciated that the drivers went much slower through the property than our former company.

Kevin Berry, Environmental Chair, asked if BFI had any information available on recycling which he could distribute to homeowners. Mr. Warmus said that they had some on order and they should be in shortly. He will forward some to Kevin when they arrive.

Since there were no other questions, Jim thanked Mr. Page and Mr. Warmus for taking the time to attend. Mr. Warmus passed around business cards to the Board which would be useful in the event of any future problems or complaints.

A homeowner attended the Board meeting to request that the \$10 fine that they were assessed be forgiven since the residents were very much interested in keeping the community nice. In fact, the homeowner stated that the residents stored the recycling bin on their porch to have something in which to deposit the trash they picked up in their area on trash days. Jim pointed out to the homeowner that a \$10 fine follows a warning letter; he told her that the Board would discuss her request in and would get back to her with their decision and thanked the homeowner for attending the meeting.

After the homeowner left, the Board discussed their request and decided that since there was no question that the bin was stored on the front porch, that the fine should stay. **Jim motioned to keep the fine billed against the property, George Burgee seconded it and the motion passed unanimously.**

Next, the Board returned to another trash issue tabled from the February meeting in which the resident on Gainsborough Drive requested a fine be forgiven since he was not home on the date in question. Rich had a label from a box with the homeowner's name and address on it that he had taken from trash set out the night before trash day. In view of the physical evidence, **Rich motioned not to remove the fine against the property, George seconded the motion, the motion passed unanimously.**

The third trash issue of the evening was for a home on Gainsborough Drive protesting a fine assessed for trash left out improperly. Rich stated he had physical proof, which he gets as back up for all violation letters. **Jim motioned that the fine stay on the account, George seconded it and the motion passed unanimously.**

Finally, Rich spoke to another homeowner on Gainsborough Drive earlier this year, who questioned his trash fine. Rich was asked by the homeowner to waive the fine against his home because the homeowner said he had no idea how his trash got on the street before the allotted time. **Rich motioned to waive the fine of Mr. Koechel since he felt Mr. Koechel knew the rules and made an effort to comply. There was no second made and the motion did not carry.**

The Board discussed the wording of the new warning letter. Elise mentioned she felt the wording was a little severe. **Jim motioned to approve the new letter, George Burgee seconded. The Ayes were: Jim McHugh, Don McBride, George Burgee, Rich Juchnewicz, and Heather Villavicencio. Elise Converse abstained. The motion carried.**

Continuing with Environmental issues, the Board discussed the failure of some homeowners to pick up after their dogs. There was some brief discussion about additional signs regarding picking up after your dogs, but the idea was not acted on due to the feeling that additional signs would only clutter the common area and not solve the problem.

Kevin Berry requested that if any Board member saw any trees that needed to be trimmed to please e-mail him. Several Board members immediately gave him suggestions and he reiterated his request that the locations and requests go through his e-mail.

Don requested that the shrubs at the front sign be trimmed. It was noted that this would be done by the new grounds company.

Kevin closed his environmental report with a request that he be able to put flyers on trash cans that are left in the common area past the required pick up time. Jim said that if there are cans still out by noon the date after pick up he should confiscate them if there is no address on the can/bin, otherwise place the can/bin on the appropriate porch and send the homeowner (and resident) a trash violation letter. If the trash can or recycle bin is removed from the common area, the homeowner will most likely call about the location of his/her can/bin and the Board will know whom to send a trash violation letter. Rich also noted that he wanted to start getting tough on homeowners who use cans, but do not use lids.

Jim mentioned that a year ago the Board decided on its current policy as an interim solution to the trash problems that were plaguing the neighborhood. Since it had been a year, Jim felt the Board should revisit the policy and decide if it would be changed or made permanent. **After some discussion Jim motioned that the interim policy remain as is, to be reexamined in another year's time. Heather seconded it and the motion passed unanimously.**

**Finally, Jim motioned that any homeowner who received a warning or violation letter and no subsequent violation notice over any twelve-month period be dropped back to a no warning status. All outstanding monies due the association will still be due to the association. Heather seconded the motion and the motion passed unanimously.**

### **Treasurer's Report:**

George noted that progress was being made on getting all bills into the correct name. He also stated we are off the automatic debit list for Dominion Power and that he verified all the pole lights we are being billed for are ours.

He also noted that we had one CD expire and that another was coming up and that he spoke to our Merrill Lynch account rep, Richard Weaver. Our money market account is a 1.6% and Mr. Weaver suggested a ladder approach to our investments with several CD's expiring in varying lengths of time. George said he would not recommend that we put anything in long term since he felt that rates would be going up shortly. He recommended that we wait a few months before investing. The Board accepted his recommendation.

### **Pool Report:**

The kiddie pool cover has been installed. The large pool will get its cover soon.

Elise Converse brought to the table a request from a member of the pool across from the other Kings Park West town homes that a reciprocal agreement be made allowing members of each pool to use the other pool in the event one of the pools was not available for use for several hours due to some error or problem. **After some discussion on this issue, Jim motioned to reject the request, George seconded it. The ayes were: Jim McHugh, George Burgee, Don McBride, Rich Juchnewicz, Heather Villavicencio. Elise Converse abstained. The motion passed.**

Jim requested that we have our wiring checked in the pool house based on a recommendation from the claims adjuster he met with who wanted to see our pool house since it was similar to the pool house across Roberts Road that burned down. **Jim motioned that we have an electrician examine it and make recommendations. Heather seconded the motion and it passed unanimously.**

### **Architectural Committee:**

Rich said he planned to do the first walkthrough of the property the last week in March or the first week in April.

He presented his viewpoint on the vinyl sheds he wanted the Board to approve for installation. His position was that the sheds would eliminate clutter in people's backyards and will never need painting. He also mentioned that there are two in the community already and no one has complained about them. **After some discussion, Rich motioned that the BOD allow vinyl sheds in the architectural guidelines with the requirement that the color be approved by the Architectural Committee Chair prior to installation. This motion was seconded by Jim. The ayes were: Jim McHugh, Rich Juchnewicz, Don McBride, Heather Villavicencio and Elise Converse. George Burgee abstained. The motion passed.**

### **Communications:**

The newsletter is scheduled to go out the beginning of May. Heather wants all articles to her by April 21.

### **Streets and Sidewalks:**

Jim called the asphalt company that repaved our lots to have them look at tar spots and speed bumps throughout the community. Rich also requested that they look at some of the cracks that are forming in the asphalt throughout the community.

Don expressed concern that the Board's recent decision to install a flag pole at the community's entrance would lead homeowners to believe they could install flagpoles in their yards. Rich said they can put them on their house, but not in their yard. In the event that this became an issue it would be handled by the ACC chair. All agreed that this most likely would not be an issue.

### **Website:**

Jim said hits are down slightly on the website, but it still is about 3,000 per month. This is pretty good for a small association like ours.

### **Welcome Committee:**

This agenda item was tabled.

### **Entrance Sign:**

Don McBride stated he has had trouble getting bids on a new sign, but that the one estimate he got is for about \$7,000 dollars. He said he does have another appointment to obtain another estimate.

**New Business:**

Jim reminded the Board of the Environmental Study he indicated he thought was necessary at the annual meeting. He felt that it was prudent to look into this issue. He is concerned that water does not flow properly in the community for many reasons (new sidewalks, new plantings, erosion, etc.) and some homeowners have swamps in their yards or close to their homes. An Environmental Study will look into the movement of water throughout the community and how to address the areas where water is pooling or causing serious erosion. Before the Board can make an informed decision about whether or not to go ahead with such a study, Jim said estimates for the cost of such a study should be obtained. He stated he would call several companies for estimates. He warned the Board to expect an estimate in the \$20,000 range.

There being no other new business, the meeting was adjourned at 9:05 PM after a motion by Jim, a second by Don McBride and a unanimous vote.