

**NEW MARK COMMONS HOMES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
THURSDAY, FEBRUARY 7, 2013**

**ATTENDEES:** Margaret Chao, John Hansman, John Brown, Jeff Miller, Dunja Baker, Lori Nicely, Rocio Snowdy, Mary van Balgooy from Peerless Rockville, Noreen Bryant and Rose Sharkey from the West End Citizens Association, Rhonda Gordon, Betty Hileman, the Associations' attorney and Jim Denny.

Absent Board members: Ellen Stein

**Community Forum:** Rocio Snowdy, City of Rockville's Neighborhood Resources coordinator had several topics to share with the Board. City Hall will be closed on Monday, February 18<sup>th</sup> for the President's Day holiday. Margaret mentioned several traffic issues we wanted to discuss with Rocio:

- The intersection of Falls and Great Falls, near Julius West Middle School: There have been several accidents. Is there any way to improve signs or signals at this intersection?
- Maryland Ave and Route 28: There is still a lot of congestion at the intersection due to cars illegally stopping to drop off people to go to the district court. It takes a long time to turn left onto Route 28 coming from Maryland Ave. due to increased pedestrian traffic going to the court house. Can the police monitor the intersection in the morning around 8:30 a.m. when the District Court opens and ticket people who stop at that intersection to drop off passengers?
- Getting off Exit5A from 270N and merging onto Great Falls/Falls/Maryland Ave: The cars do not yield. They seem to think they have the right of way and several times each week I have to yield to them as I drive on Falls to avoid an accident. Is it possible to have additional 'yield' signs?
- Getting off on Exit 5 (Falls Road) when you are going south on 270, heading towards Rockville: There is a small stretch of road where you are driving on the wrong side of the road. I have seen numerous near misses (especially at night but also in the daytime) involving people who are not familiar with the area and the irregular traffic pattern. Something needs to be done quickly such as painting yellow direction arrows.

Mary van Balgooy, from Peerless Rockville, was present to discuss the coming series of illustrated presentations and walking tours focusing on five of Rockville's neighborhoods, including New Mark Commons. There will be a presentation by Professor Isabelle Gourney in the New Mark Commons clubhouse on Saturday, April 20<sup>th</sup> at 10:00 a.m. Mary was also hopeful that a New Mark resident who lives in one of the Edmund Bennett designed houses would open their home for a tour. Jeff Miller and John Hansman expressed interest in the proposal and would discuss further with Mary. Lori asked if New Mark Commons was still a link from the Peerless Rockville website. Mary mentioned their website was being updated and the link may have been dropped. Mary hoped NMC would help support Peerless Rockville in this program by waiving the rental fee for the clubhouse.

Noreen Bryan and Rose Sharkey, representing the West End Citizens Association (WECA), were present to discuss the Jehovah Witness Church expansion. The WECA is in opposition to the church expansion and is working on several items to bolster their position. They are planning a press release, organizing a petition in opposition to the project, and gathering additional information on the impact the church will have on the adjoining neighborhoods. They are soliciting New Mark's support in their opposition to the church expansion.

Rhonda Gordon was present to discuss a problem she is having with her sewer line. She is requesting reimbursement for expenses incurred clearing a blocked sewer line. The lumbers, she hired, found tree roots in the sewer line between her home and the City's main sewer line. She is asking for reimbursement of \$1,385 and for the Association to repair the damaged sewer line. She believes that the sewer line, servicing her home, is the responsibility of the Association since it passes underneath the Association's common property. Margaret mentioned her issue was on the agenda later in the meeting and we would get back to her with a decision.

At 8:30 p.m. the meeting was closed to consult with the Association's attorney on legal issues.

**Officer and Committee Reports:** There were not any committees members present at the meeting.

Upon a motion by John Hansman and seconded by Margaret, the minutes of the January 2013 board meeting were unanimously approved.

### **Administrators Report**

**Dues:** Jim informed the Board sixty four residents have not paid the first installment of the 2013 home owners' association dues. Jim told the Board that through Margaret's efforts, on February 6<sup>th</sup> we collected \$4,000 in delinquent association dues. We also received a commitment from the resident to pay the remaining balance of \$4,290.28 the following week.

**Sonabank Certificate of Deposit (CD) maturing on 2/22/2013:** Jim mentioned we have a one year CD maturing on 2/22/2013.

**Snow removal:** The Association has spent \$3,440 for snow removal year to date. While we have not had much snow, the ice and sleet made it necessary for us to use ice melt throughout the community.

**Maintenance garage:** A vehicle slid on the ice during the last storm and ran into the front wall of the garage. The driver of the vehicle did not leave a note. Jim believes the repairs will not exceed \$500.

**888-890 New Mark Esplanade (NME) tree damage:** Jim mentioned there was considerable tree damage to a wooded section of community property behind 888-890 NME. He believes a walking tour of the area with the Board would be beneficial to survey the damage and develop a cleanup plan. There was also damage to the fence between NMC and Fireside Park Apartments.

## Old Business

**Jehovah' Witness Church expansion plans:** Topic was covered under Community Forum.

**Potomac Valley Nursing and Wellness Center:** Jim included a copy of an email from Mark Wetterhahn to Cas Chasten, City of Rockville, expressing his surprise and concern that City staff had agreed to a March 23<sup>rd</sup> hearing before the Board of Appeals (Board) without advising him of the meeting. As a representative of a party who has petitioned to intervene, he has a fundamental right to be notified and heard by the Board prior to it making a decision on the scheduling issue.

**Removal of tree on NMC owned property:** The large maple tree in front of 878 New Mark Esplanade has been removed.

**Townhouse sewer lines:** Topic covered in Community Forum.

**Reserve expenditures history:** John Hansman's analysis will be covered at a future Board meeting.

**Annual meeting:** The NMC annual meeting is scheduled for March 13, 2013.

**NMC annual audit:** The annual audit will be conducted by DeLeon and Stan on February 18<sup>th</sup> to the 20<sup>th</sup>.

## New Business

**Russell Insurance:** The Association received the renewal of our Crime Policy for 2013. The premium was \$1,417 which was a five percent increase over 2012. After discussion, John Brown made a motion that we accept the proposal from Russell Insurance. Jeff Miller seconded the motion which passed unanimously.

**Tree Removal proposals:** Jim presented three proposals for the removal of two trees and pruning of a large tulip poplar behind 404-406 New mark Esplanade. The proposals ranged in price from \$1,600 to \$2,330. After discussion, John Hansman made motion that we accept the proposal from Thatcher's Tree Care for \$1,600. John Brown seconded the motion which passed unanimously.

**Solitude Lake Management proposal:** Jim gave the Board a proposal from Solitude Lake Management to prune the planting and remove dead bamboo along the lake bank for \$610. After discussion, John Hansman made a motion that we accept the proposal from Solitude Lake Management for \$610. John Brown seconded the motion that passed unanimously.

**Peerless Rockville proposal:** After discussion, Jeff Miller made a motion that NMC waive the clubhouse rental fee for the Peerless Rockville presentation on April 20<sup>th</sup>. John Hansman seconded the motion which passed unanimously.

**Miscellaneous:** Jeff Miller mentioned he and Jim discussed hiring additional help, as required, for some of the landscape and pool projects throughout the community. Jim will start writing desk procedures for the administrators' position. Margaret mentioned the swim team

committee has started interviewing coaches for the coming season. They want to conduct background checks and drug tests as part of the interview process. Margaret is familiar with a company that provides these services. After discussion, John Hansman made a motion that NMC hire \_\_\_\_\_ to provide background checks and drug test. Jeff Miller seconded the motion which passed unanimously.