

NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS

Thursday, June 8, 2024

7:00 p.m.

Minutes Taken by Kaitlyn Ambush

Attendees

Board Members: Kathleen Moran, Joe Jordan, Samuel Scheib, Tim Petros, Amanda Mita, and Emily Ecker

Abaris Community Management: Shireen Ambush and Kaitlyn Ambush

Homeowners: Debbie Mesmer, Jennifer Jackson, Pat Reber, Jim Denny, and Yusmedy Keefe

Call to Order of the Board Meeting

Kathleen Moran called the Board Meeting to order at 7:04 pm.

1. Community Forum 1 and Board Response

Yusmedy Keefe confirmed his attendance for the hearing with the Board.

Debbie Mesmer inquired about the status of the lake fountain repair.

Board Response

Kathleen Moran noted that the lake fountain repair is on the agenda for discussion during the meeting.

Agenda and Prior Meeting Minutes

Board Meeting Agenda 6-8-24: The Board unanimously approved the agenda as amended, with additions requested by Kathleen Moran.

Board Meeting Minutes 5-2-24: The Board tabled the approval of the May 2, 2024, Board meeting minutes until the next meeting, as the minutes were sent to the incorrect Board email address and the draft minutes have not been reviewed by the Board yet.

2. Committee Reports

Architectural Control Committee (ACC) –

Tim Petros reported that the ACC meeting for June was canceled, however the ACC met with Greg Lohring with Abaris, who uploaded 60 applications into the Vantaca portal from prior approvals in the recent months. Shireen Ambush reiterated Abaris' proposal for ACC administration for \$1,000 per month but agreed to keep the trial run until the August meeting since only 1 ACC application was submitted in May. No additional action was taken at this time.

Communications Committee –

Amanda Mita thanked Pat Reber and Kirsten Hall for the production of the NMC Directory.

Pat Reber noted that the directory will be delivered to each doorstep. There have been 24 homes with changed ownership over the last year, which equates to a 6% turnover rate. Pat also commented that older residents within the community who do use electronic communications need to be accommodated for things such as pool refreshments.

The Communications Committee will be off for the month of July. There are still outside memberships available for the pool season. The Committee will send another reminder notification out to advertise membership spots.

Landscape Committee –

Emily Ecker discussed the proposal from S&P Tree Care to remove the 14 trees that have been identified as dead/declining for \$9,700. Joe Jordan expressed the need to obtain competitive bids for proposals over \$10,000. Emily Ecker made a motion to approve the proposal from S&P Tree Care for \$9,700. The motion was seconded by Tim Petros, and carried with all votes in favor, except one voted opposed by Joe Jordan.

The Landscape Committee would also like to acknowledge Ellen Stein who is moving away and gave many years to New Mark Commons and served 53 years on the Landscape Committee.

Pool Committee –

Samuel Scheib noted that the Non-Resident Pool Membership advertisement sign has been installed on the pool fence.

Welcome/Social Committee –

No report.

3. Treasurer's Report

Kathleen Moran recited the following reported, in absence of and prepared by Karin Boychyn:

(Insert Report from Kathleen Moran)

Management Report

The Board discussed the pricing received from Solitude Lake to replace the lake fan motor for \$4,438.38. Joe Jordan made a motion to approve the proposal from Solitude Lake for \$4,438.38. The motion was seconded by Tim Petros and carried unanimously.

The Board inquired about the current insurance renewal and whether the correct address for the maintenance garage is indicated on the insurance certificate. Abaris will reach out to the insurance agent to ensure the correct address is indicated for the maintenance garage.

4. Old/New Business

- a. The Board discussed the revised draft easement agreements to the owners of the Lakeside Overlook and the 100 and 800-block of New Mark Esplanade, who are affected by the retaining wall project,

and included the notation regarding the removal of trees. The Board unanimously agreed to have Lerch Early and Brewer issue the revised easement agreement to the affected owners.

- b. The Board discussed the proposals for the replacement of the lake timber walls from Bayland and CSG and requested clarification on the permitting costs. Abaris will reach out to both engineering firms and get back to the Board. No action was taken at this time.
- c. The Board discussed the proposal from O'Connor Plumbing to replace the drinking fountain at the entrance of the clubhouse/pool. The Board would like to see competitive bids for the replacement of the water fountain. Abaris will obtain additional bids for like fountains for the Board's review. No action was taken at this time.
- d. Kathleen Moran acknowledged the communications with the City of Rockville regarding the replacement of the streetlights within the community. The City of Rockville will be using a "modern style" of streetlights for the replacement within New Mark Commons.
- e. The Board discussed the fence installed on HOA property by the owner of 276 New Mark Esplanade and previously provided the owner with 30 days to remove the fence from HOA property, for which the deadline is tomorrow (5/3/24). The Board agreed to send the owner a call to hearing letter if the fence is not removed by the deadline.

5. Community Forum 2

Debbie Mesmer commented on the earlier discussion regarding competitive bidding, and suggested the Board consider adopting a policy.

Lori Newman would like to discuss her fence, which is installed on HOA property, and protested her ability to comply and have the fence removed by the deadline. She will be out of the country until August and will not be able to have the fence removed before her departure.

Jennifer Jackson noted that she recently submitted an application to the ACC and received her approval within a timely manner. Jennifer commended the ACC Committee for their work within the community.

6. Board Response to Community Forum 2

Joe Jordan thanked Debbie Mesmer for her comments.

Samuel Scheib commented that creating a policy regarding competitive bidding would restrict the Board from approving a proposal for immediate attention in a timely manner. Kathleen Moran also noted that competitive bidding has been done in all areas of the community's needs, especially for major projects.

Amanda Mita noted her support for defining and adopting a policy for when competitive bids are required.

The Board announced that the July Board Meeting has been cancelled, and the next Board Meeting will be held on Thursday, August 1, 2024, at 7:00 PM.

Adjournment

There being no further business, Joe Jordan moved to adjourn the regular meeting and go into Executive Session for the purpose of discussing individual owner accounts. The motion was seconded by Samuel Scheib and carried unanimously. The meeting was adjourned at 8:00 p.m.