

Hampshire Greens Homeowners Association  
Board of Directors Meeting Minutes  
Tuesday, September 19, 2023, 7:00 P.M.  
The meeting was held via Zoom

Directors Present: Linda Moore, President; Greg Hymel, Vice President; Jasbir “Rani” Chowdhary, Secretary; Wayne Swann, Director

Property Management: Shireen Ambush, Abaris Realty; Kaitlyn Ambush, Abaris Realty

Homeowners Present: Rich Dipippo, Santosh Sharma, David Higginbotham, Jill Hsu, Ed Myers, Cherry & Mario, Misael Heriquez, Nasrin, Amrit Chowdhary, Leendert Staal, Elizabeth Reeves, Juanakee Calhoun

**Call to Order**

The meeting was called to order by former President, Wayne Swann at 7:03 P.M. with a quorum of five Board Members.

Wayne Swann announced the new Board Positions as of the September 14, 2023, Closed Board Meeting, as follows:

President – Dr. Linda Moore

Vice President – Greg Hymel

Treasurer – Melissa Therrien

Secretary – Jasbir “Rani” Chowhadry

Director – Wayne Swann

Director – Ed Schaeffer

Director – Donna Georgallas

Greg Hymel explained the virtual meeting protocols to the group, which included several homeowners. Greg asked all homeowners to be polite, wait their turn, not interrupt other homeowner comments, and to please state their name and address before making their comments.

**President’s Report**

Dr. Linda Moore thanked Wayne Swann for his service as Board President and expressed her gratitude to be able to serve on the Board with Wayne and learn from his experiences. Linda noted the Board is working with Montgomery County to plant new trees in the community. Linda highlighted the enhanced curb appeal with Abaris Realty as the new management company, with the enhanced efforts to follow the HOA guidelines for exterior maintenance.

Linda recapped the Annual Meeting held in June, which was a great success and pizza was served to those owners who attended in-person at the community golf course. The first community picnic will be held on October 1, 2023 - thanks to the Social Committee!

Regarding the HOA finances, Dr. Moore noted the Board is reviewing several proposals for reserve projects, and the Board is facing the challenge of increased prices in the proposals received, as well as the projections included in the Reserve Study. Dr. Moore suggested that the Board consider updating the reserve study sooner than the 5-year requirement. The Board will be reviewing the proposed 2024 budget in the upcoming weeks, but currently, the Association is running at a deficit.

### **Committee Reports**

- Landscape – Greg Hymell noted that the Committee has not met recently, but the members are working to solicit a new landscape maintenance contractor. The Committee is currently reviewing four (4) contracts and will provide the Board with their recommendation soon. Greg noted that Montgomery County would like to perform a second round of tree removals throughout the community, and the trees have already been marked. Montgomery County offered to replace the trees if the HOA grinds the stumps for the older trees. Greg noted that the new tree plantings are scheduled for January or February 2024. There is also a dead tree at the end of Harbour Town Drive, near holes 5 & 6. Abaris will inform Greenskeeper of the dead tree, and to provide a proposal for removal of the dead tree for the Board's review.
- Finance – Dr. Moore noted there is no additional report, other than what was already stated during the President's Report.
- Social – Jill Hsu reported that the Community Picnic plans are underway, with the help of a great group of volunteers this year! Jill thanked the Board for the new signs at the entrance of the community. The Committee has lots of activities planned for children, as well as adults, with great food! Jill reminded all owners to RSVP for the upcoming Community Picnic by Friday, September 22, 2023.
- Architectural Control – Richard Dipippo reported that the Committee is working through applications with Abaris, and the approval process is going well. Rich reminded residents that signatures must be obtained by neighbors for all ACC Applications submitted. The Architectural Committee is also working to update the covenants and clear up the language to be clearer. All homes must receive prior approval from the ACC, as well as the proper work permits, before modifications are made. The HOA is in contact with the County Inspector to note any and all unauthorized work. Rich reminded all owners that landscape recycling should only be placed out for pick up on Monday nights, prior to the regularly scheduled collection on Tuesdays. The Architectural Committee is looking to enhance the overall appearance of the community.
- Security – Misael Heriquez reported that the Security Committee met on September 6, 2023, to discuss the speed machine, which was installed in late July, and has since been removed from the community. The committee is looking at options for security camera installation. But as of right now, the cheapest option would be to upgrade the security camera currently installed to enable license plate reading.

- Website – None.
- Storm Water Management – None.
- Ad Hoc Tot Lot – Dr. Moore noted the Committee is reviewing several playground contractors, and options for size and style of the new playground, as there are varying preferences for the return of the tot lot.

### **Open Forum**

Jill Hsu commented that Dr. Linda Moore is now the President of the HOA and the Chair to the Finance Committee. Jill remarked that the checks and balances are not in line if Linda is President and Chair of the Finance Committee, and as such, she must recuse herself from one or the other.

Mak reported the tennis court needs repairs such as crack-filling, resurfacing, and net repairs. Mak also suggested the Board consider permanent pickleball lines be painted on the courts, in another color such as blue, so it would stand apart from the tennis court lines.

Nasrin commented that it is nice to see lots of participants at the meeting, and echoed the comments heard by Jill Hsu.

Santosh Sharma asked the following questions, and made the following remarks: is there a specific document that states what the HOA can and cannot do; lots of the links on the HOA website do not work or include outdated information; there is an area behind their property that is being mowed by the HOA when it should be maintained by the county; why are solar panels not allowed on the front of the home?

Elizabeth inquired if the website will be updated to include the Finance Committee Charter so to relieve any conflicts residents may have.

### **Board/Management Response to Open Forum**

Shireen Ambush commented that the HOA is governed by official documents such as the Declaration and Bylaws, which clearly decipher the roles and responsibilities of each owner and the HOA Board.

Rich Dipippo responded to the solar panel inquiry and noted that the Architectural Committee is looking to update the covenants, as Maryland State Law cannot allow the HOA to deny the installation of solar panels on the front of the home.

Wayne Swann responded to the comments made regarding the Finance Committee and noted there is no conflict with Linda Moore assuming the role as President of HOA Board, as well as Chairing the Finance Committee, due to the fact that the Board previously approved the Finance Committee Charter. Greg Hymel echoed Wayne's comments and noted that the Board needs additional volunteers from the community to join the Board or other Committees, so that current Board Members do not have to "double-up" on responsibilities.

Rich Dipippo noted that the ACC has authority by approving or denying applications submitted for work to be done on the exterior of the home. Any appeals on decisions made by the ACC are forwarded to the Board for the final decision to be made.

### **Old Business**

#### Approval of Minutes

Dr. Linda Moore made a motion to approve the July 2023 Board Meeting minutes as distributed, and to table the minutes from the Closed Board Meeting on September 14, 2023, pending amendments from the Board. The motion as seconded by Wayne Swann and carried unanimously.

#### Draft 2022 Audit

Shireen Ambush noted that the Draft 2022 Audit Report has been received and is under Board review at this time. The Board agreed to table the approval of the Draft 2022 Audit Report until the Board has a chance to review the report in more detail. The Board agreed to approve the audit report before the end of the year.

#### Social Event Signs

The Social Event Signs have been approved by the Board and installed at the entrances of the community. The Community Picnic will be held on October 1, 2023.

#### Community Inspections Post Card

Dr. Linda Moore made a motion to accept the Community Inspections Procedures, for Abaris to enforce as approved by the Board, and to send “thank you” post cards to owners for the compliance efforts as a result of the inspections process. The motion was seconded by Greg Hymel and carried unanimously.

#### Fines for Unauthorized Projects

Shireen Ambush highlighted the earlier discussion about unauthorized exterior projects without Board or ACC approval or the proper permits. Rich Dipippo suggested the Board implement a monetary fine for every instance of unauthorized modifications. Shireen Ambush suggested the ACC include this provision in the updated Covenants.

#### Closed Meeting Schedule

The Board agreed to schedule a closed meeting, with Abaris, to discuss the Budget and contracts that are under Board review for October 5, 2023, at 5 pm.

### **New Business**

None.

### **Adjournment**

As there was no further business, Dr. Linda Moore motioned to adjourn the meeting at 8:14 P.M. Greg Hymel seconded the motion, which was carried unanimously.

Minutes respectfully submitted by Kaitlyn Ambush