

Meadows at Dahlgren
Board Meeting
0900 September 17, 2016
4581 Panorama Dr.

1. Call to order. All Board members present: Tracy Usry (2018), Dale Breer (2019), Dave Fedorchak (2019), John Lundberg (2017), Sharon Poole (2019), Michele Robinson(2017), Paul Showalter (2018). Members also in attendance:
 - a. Jim Buckley, Chair of the ByLaws Committee
 - b. Jim Hanson
2. MetroCast brief (Michele Robinson):
 - a. Michele Robinson, Dale Breer, Joe Silber met with three representatives (General Manager, Regional Construction Manager, and Construction Coordinator) from MetroCast.
 - b. Franchise requires 30 homes per mile. For Meadows they dropped it down to 20 homes per mile.
 - c. Total cost would be \$300,000. MetroCast would ask Meadows to pay some portion of this (\$171k to \$225k). Hookups would be free within 500 ft of main line. They would use the existing power poles with. In addition, each lot owner wanting to receive service to their home would be required to sign a Grant of Easement to bring service from the pole to their house (this is a standard one-page agreement that all MetroCast customers must sign).
 - d. The suggested process for moving forward is to gather the relevant facts, discover if any county/state funds are available for this, communicate this to the Association, get a tentative Number of owner's interested, obtain legal opinion from counsel regarding whether the Association can enter into an agreement with MetroCast, and then put this as a vote to the Association.
 - e. First action would be to ask for a legal opinion on whether the Association can enter into an agreement and how that would be done.
 - f. **Motion: The president will start the questions that would be provided to the lawyer and those questions will be provided to the Board members for review and input. All voted 'yes'.**
 - g. There will be a special BOD meeting at 7pm on Oct 6 at Tracy's house to discuss the MetroCast issue.
3. Open floor:
 - a. Jim Buckley
 - i. Wants the legal opinion for the Panorama Trail on hand when the Board discusses the trail.
 - ii. The Panorama Trail drainage issue has not been resolved.
 - iii. Made an assertion that decisions have been made outside open meetings.
 - iv. Make sure we take care of all requirements regarding priorities and common area obligations when considering MetroCast decision.
 - v. Recommend the Board plan a common area cleanup in the Fall.
 - vi. The website lists the Panorama Trail as the Crooked Creek easement.

4. Minutes of the August 6 meeting were reviewed and accepted as amended by consensus.

Michele Robinson had another engagement and left the meeting at this time (10am).

5. Treasurer Report was read by President and accepted by the Board.

6. Road Committee:

- a. Patches have been completed.
- b. Asphalt vendors came out to review the Monte Vista and Crooked Creek repairs. Potomac Paving provided estimates of \$3,850 for Monte Vista repair and \$3,650 for Piney Green repair. Mullin provided a single estimate of \$17,400. Sharon Poole asked Mullin for a breakout of each area. Jim Hanson made a recommendation that the vendor use state approved equipment. It was suggested that Barton & Boyd also be contacted for a bid.

7. Policy and ByLaws Committee:

- a. Reviewed the discussion from last meeting.
- b. Meeting was held on September 8 at 7:00.
 - i. Members in attendance: Jim Buckley.
 - ii. An overview and discussion regarding roles and responsibilities followed.
 - iii. The Board decided that the Letter of Instruction (LOI) would be issued. **Motion: Issue the LOI to the Committee. Unanimously passed.**

8. Panorama Trail Report:

- a. Surveys are complete and have been posted.
- b. Tracy asked the Corps of Engineers (CoE) whether the Association can maintain the trail. CoE said that no equipment can be brought into the wetlands. That discussion is captured in e-mail and will be posted to the website.
- c. **Motion: Any maintenance that occurs at the Panorama Trail be coordinated and approved by the Common Area Committee. Unanimously passed.**
- d. **Motion: Permanently remove enough posts at the Crooked Creek end of the trail to allow bush-hogging. Unanimously passed.**

9. Entrance way committee: maintenance continues.

10. Common Area Committee: meeting is underway.

11. Picnic tables are back at the dock area.

12. There needs to be an effort to secure a contract with Grasshopper for snow plowing services but in the near-term there will be no change to the way business is conducted with them.

13. We need to identify HOA property (water container, etc). We need to maintain an inventory/ list of what we have.

14. Open discussion – there is a good article on the lawyer’s website that might be of interest.

15. Motion to adjourn.

The next regularly scheduled BOD meeting is scheduled for October 22 at 9 AM at a location to be announced later.

Addendum: BOD meeting location is at Coldwell Banker Elite conference room in the Dahlgren Food Lion Shopping Center.