

**The Grove at Harbor Hills Board Meeting Minutes**  
**July 12, 2022**

Notice of meeting was posted 48 hours prior to the meeting at the entrance and exit to The Grove. Present in-person were board members Lonnie Prater, Dana Delzio, Ray Yarnell, Ray Durbin, Robert Chimento and Marjie Tousignant. Present via internet was board member Dennis Holden and Sentry Management representatives Michelle Pogue and Michael Rath.

The meeting was called to order at 7:05 P.M.

**Motion #1:** Approval of June 2, 2022 meeting minutes. Dana Delzio motioned to approve, Robert Chimento seconded. All in favor, motion passed.

Report was given by the chairman of the Architectural Review Committee, Mike Meyer. All projects have been approved and completed to date. A detail report of all submissions have been documented and provided to the board by the chairman and a report will be sent quarterly to the board.

Violation notices were brought up for discussion. Dana Delzio requested from Sentry Management if violation notices have been updated and sent noting a specific property and suggested that after a violation notice has been mailed, that it also be followed up by an email. This then led into the next topic for discussion on the agenda, establishing a fining committee.

Discussion of a fining committee: A fining committee needs to consist of three persons not currently serving as board members or spouses of board members. Michael Rath of Sentry Management gave an overview of the procedure for fining unresolved violations. The violation needs to have photos and date stamped. The third violation letter would go certified mail notifying the homeowner a \$100.00 fine will be enforced which first will go to the board for approval. The owner should be notified that on a certain date the enforcement committee and the board will meet and the homeowner may attend the meeting to voice the reasons why they are unable to comply with correcting the violation. A maximum of \$1,000.00 in accumulated fines will be reached prior to any lien being placed on the property. The owner is given 10 days to correct the violation prior to being handed to our attorney.

Sentry Management after further discussion regarding violations has been instructed to send the first letter and also an email to the homeowner. If the violation has been noted that it is not corrected, then Sentry will be informed and a second letter is to be sent return receipt with signature requested. If non-compliance is still noted, then the next correspondence with the homeowner will be a certified letter from the attorney. As stated in The Rules and Regulations of The Grove as follows: **XI. ENFORCEMENT If a violation occurs, the Board reserves the right to issue written or verbal warnings and to levy fines and/or take such other action as it deems necessary.**

Michelle Pogue then gave the managers' report citing our operating budget and reserves. Year to date The Grove is still operating within the budget and we are in good shape financially. A request was made to look into the arrears account for Harbor Hills vacant lot ownership in The Grove and for Michelle to contact Holly Nichols who is their Sentry representative to get this resolved.

When Sentry management contacts our attorney to look into fines for violations and overdue HOA assessments it was requested that the MRTA renewal will also be discussed with the attorney regarding the 30-year renewal which will be coming up in 3 years and needs to be addressed now.

**Old Business:** Precision Sidewalks is to begin work on fixing the trip hazards on the sidewalks in The Grove on August 8th. They have been given a map detailing the noted areas to be addressed. The process will consist of them grinding the concrete to the level of the adjacent sidewalk. A copy of the map was also given to Mike Meyer who will oversee the work that is being done.

**Motion #2.** Mulching the areas along the viburnums on the north side of the hardscapes has been discussed at a previous meeting due to the fact that the sod has been replaced in the past and due to the slope and conditions on that side, the sod does not thrive. Ray Durbin has now received an estimate from our landscaper, Affordable Lawn and Landscape, for \$2,000.00 to remove the remaining sod, put down landscape fabric plus install a metal barrier to hold in long lasting mulch which will replace the areas where the sod has always failed to get established. Dennis Holden made a motion that we table the project for now and include it in the 2023 budget. The motion was seconded and all in favor. **Motion Tabled**

**New Business:**

**Motion #3:** Funding for the Sunshine Committee. A sunshine committee has been established and to date, the members of the committee have been spending their own funds. Dana Delzio would like to establish a budget for them of \$100.00 annually out of The Grove petty cash account to be spent on flowers or a plant for the ill or bereaved. At present they already have cards and postage stamps provided to them. Flowers or plants are to have a limit of \$15.00. Receipts should be turned into the secretary of the HOA to then be sent to Sentry Management for reimbursement. Dana Delzio motioned that we approve the budget, Ray Yarnell seconded. All in favor, motion passed.

The next board meeting has been set for August 16, 2022.

Having no further business to discuss, Dana Delzio made a motion we adjourn the meeting, Ray Durbin seconded. Meeting adjourned at 8:20 P.M.