Brennan Estates Maintenance Corporation

# Meeting Minutes

# March 3, 2022

## Opening

The Annual and Budget Meeting of the Brennan Estates Maintenance Corporation was called to order at 19:05 on March 3, 2022 on Zoom by Heather Pasquariello.

## Representative Eric Morrison and Senator Stephanie Hansen (19:05)

1. Rep. Morrison discussed the upcoming property reassessments to be completed by Tyler Technologies.
	1. Assessors will be wearing green vests and will have proper identification. They may knock on homeowners’ doors and ask questions (e.g., number of bedrooms and bathrooms). Homeowners are not required to answer these questions or to let assessors into their homes.
	2. Homeowners will receive a letter stating the value of their property assessment and there will be an appeals process for disputes.
	3. The reassessment must be revenue neutral, meaning any increases in property taxes will be counterbalanced with property tax decreases. In the future, reassessments will be performed on a rolling basis.
2. There is a quarterly Food Bank volunteering opportunity with Rep. Morrison’s office – reach out to him if interested.
3. The Joint Finance Committee met in February and will be back in session the week of March 7th. This is open to the public on a first-come first-served basis.
4. Rep. Morrison discussed the speed study that was conducted by DelDOT for a 7-day period in April 2021 on Brennan Blvd between Meghan Ln and Rebecca Rd.
	1. Average of 2,012 vehicles per day, average speed of 36.5 mph, and 85th percentile speed 39.3 mph. These metrics do not meet the threshold for requiring a speed bump.
	2. Other deterrents including striping, signing, narrowing of lanes, or inclusion of mock shoulders can be considered.
	3. Councilman David Tackett and Corporal DeJesus will be present at the next BOD meeting to discuss this further. Jennie Iler to consider inviting a representative from DelDOT.
	4. Dan Mawn discussed additional concerns about street parking on Ballina Blvd which can also be discussed at the next meeting.
5. Senator Hansen discussed the impact of the tornado on Brennan Estates. The Department of Agriculture has a grant that will match up to $5000 to replace trees in open spaces. Matching can be completed with in-kind services (i.e., community volunteers to plan the trees). Bids from at least 2 landscapers are required. Kesha Braunskill is the contact to help develop the plan for application and will be present at the May BOD meeting.
6. Senator Hansen also discussed the playground. She recently worked to simplify the process of changing open spaces in the neighborhood. Removing a playground may be an option for the Maintenance Corporation but would still require filing with the county.
7. Friends of Frenchtown Woods is working to preserve natural woodlands in our area. If there are natural spaces we’d like to preserve in the community, DNREC will do an inventory of plant and animal species for free. There are also governor-appointed positions available on the Natural Area Advisory Council to advise DNREC. Contact Senator Hansen for more information.

**Financial Report – January (19:43)**

1. The January financial report was included in the meeting packet. The variance from assessments is likely to be reduced in February and March. Snow removal costs will also be reflected in February when the invoices were paid.
2. Aspen is working with our attorney to collect outstanding fees. For some properties with large outstanding balances, the fees may be applied to the remaining balance of the mortgage and be paid to the Maintenance Corporation by the mortgage company.

**Meeting Minutes – November 2021 (19:52)**

1. Minutes from the last meeting were included in the meeting packet and reviewed. As the weather warms, fishing violations may begin to increase again. This will be discussed at the may meeting with Corporal DeJesus.
2. On motion made by Heather and seconded by Dan, the minutes were unanimously approved.

**Old Business**

1. Open Projects (19:57)
	1. Entrance Brick Repairs
		1. A quote from Lux Home Inc for $5269 was reviewed. A second quote is pending. Jennie will ask about a warrantee on the work. The BOD will review the second quote and vote in two weeks.
		2. Lux Home is unsure if they are able to repair the Meadows’ sign. Sign-A-Rama was previously used.
	2. Playground
		1. A Facebook group was formed to start a Playground Committee. Penny Wagnon will reach out to reinvigorate that effort.
		2. Tom Bremer obtained another proposal for the playground and will be the BOD point person moving forward.
	3. Pond Fountain Work – pending. Jennie is working on securing a new contractor for this. We will also look into timer to shut off the ponds at night and in the winter to reduce maintenance expenses and electricity costs.
	4. HOA Homeowner Portal - A link to the new homeowner portal will be sent to homeowners. This will include a centralized placed for community announcements, paying dues, locating BOD meeting minutes, etc.

**New Business (20:18)**

1. Phase Two – Tree Replacement Project. Will prioritize trees with high visibility and areas with greatest need.
2. Spring Violations – Aspen will be conducing these in April. Power washing violations will go out in July.
3. Dog Station Repairs – Courtney took inventory of dog stations and trash cans that need to be repaired/replaced.
4. BOD Office Positions – these are appointed and voted on amongst the board. See results below.
	1. President – Heather Pasquariello
	2. Vice President – Courtney Glasgow-Rinaldi
	3. Secretary – Andrea Tully
	4. Treasurer – Mike Doyle
	5. Playground Committee – Tom Bremer
	6. Architectural Review Committee – Dan Mawn, Courtney Glasgow-Rinaldi, Heather Pasquariello
	7. Landscaping Committee – Rose Smith

**Open Forum**

Residents were able to share concerns in an open forum.

## Kristina Spencer expressed that she would like to head a committee to change the deed restrictions to allow sheds.

Several members of the BOD have resigned. There are BOD openings for Southwoods and Terraces Townhome sections. New members would serve out the remainder of the previous members’ terms and would then be up for reelection. Contact Heather or Jennie if interested.

## Agenda for Next Meeting

Guests at the next meeting include Corporal DeJesus from New Castle County Police, New Castle County Councilman David Tackett, and Kesha Braunskill from DNREC.

## Adjournment

Meeting was adjourned at 20:36 by Heather Pasquariello. The next meeting will be in May 2022 on Zoom.

| Minutes submitted by: | Andrea Tully |
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| Approved by: | Name |