**Lee Manor Homeowners Association**

**Board of Directors**

**March 28, 2020**

**Minutes**

By Zoom: 9:00-10:00AM

Members attending: More, Burk, and Fleming, Fumex, Rigney, Viscomi

Guests: None

Agenda: The March meeting was designated a “Working Session” to develop the 2020-2021 budget.

2020-2021 Budget:

President – More described the format for the working session. The goal for the session is to receive member input about programs that should be considered in developing the budget. Based on the discussion Viscomi, with the assistance of others as needed, would develop a proposed 2020-2021 budget. This budget will be distributed to members for input.

1. Allocation of funds for roads: The discussion from the 2/20/2020 meeting was briefly discussed. Based on the previous discussion, the Board agreed that the budget will show income equal to $28,000 and a line item for contribution to the road savings account.
	1. it was confirmed that the current association dues is $400/year.
	2. In addition to funding the expenses of the association, any surplus will be added to the road account.
	3. There was agreement that every year a contribution must be made to the road renewal line item.
	4. There was also agreement that the cost of replacing roads was an unknown and additional funds would be needed when the time came to replace the roads.
2. Beach funding: Burk presented a proposal to continue the upgrade of the beachfront.

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| --- | --- | --- | --- |
| DESCRIPTION | QUANITY | PRICE | COMMENTS |
| Retaining wall | 12 ft. | $275  | (est)materials & labor(extended to stairs) |
| Driftsun raft(inflatable) | 8 ft. x 10 ft | $699 | Replace existing raft |
| \*End of 1st phase of Phragmites eradication |   | $1,400 | June/July 2020 |
| \*\*2nd/3rd phase Phragmites eradication(2020-2023) |   | $2,400 | Spring and Fall applications |
| \*\*\* Snow fence | 100 ft | $130  | Labor not included(erect by members) |
| U-metal fence post | 20 | $120  | Prices extended |
| Switchgrass plugs | 50(flat) | $70  | Prices extended |
| Am. Beach grass | 38(flat) | 79 | " |
| Bitter Panic grass | 5 (pots) | $50  | " |
| Bayberry | 10(pots) | $100  | " |
| Beach Plum | 10(pots) | $250  | " |
| Leveling of beach sand |   | $1,000 | Est. cost |
| **TOTAL** |   | $6,574 |   |
| \*1st phase of Phragmites eradication is contractually committed |   |   |   |
| \*\*Only a portion will be part of 2020-21 budget |   |   |   |
| \*\*\*Proposed location for snow fence will be level |   |   |   |
| Installation would be more manageable. |   |   |   |

1. Discussion followed:
2. Reminded the Board that we are under contract for Year 1 of the phragmites eradication program. Year 2 (2021-2022) may take place in the current budget year.
	* 1. A question was raised about the need to eradicate phragmites from the march area since no one goes there. The Board has previously agreed to the recommendation from the consultant (Roach).
3. Options for relocating the boat rack, using volunteer labor, and possibly asking residents for donations for specific items was discussed.
4. Overall the purpose of the session was to gather priorities rather than focusing process.
5. Tree Replacement: More prefaced his hope the Board would define specific goals for budgeting and the outcomes it would achieve. He used as an example his personal goal to improve the esthetics of the community by maintaining the tree trimming program, maintain roads, and a new project to replace trees that have been lost over the years.
	1. A program to replace trees in the association over the next 3-5 years was discussed and there was interest in moving this program forward as the budget allows.
6. Replace signage:
	1. A project has been explored to replace the present wooden signs with a granite post marker with “Lee Manor” engraved. Garry Leonard has proposed a design and it was priced last year at about $2,000 for the entire project for Lee Way and Taylor Ave.

**Next meeting: April 18, 2020 at 9 AM by Zoom**

Other meetings:

* + - 2020: 4/18, 5/16,
		- Annual meeting: May 30, 2020
		- 2020: 6/20, 7/18, 8/15, 9/19, 10/17, 11/21, no meeting December 2020
		- Annual Picnic: 7/18/2020

Adjournment: 10:08AM