Commodore Estates II

Annual Meeting Minutes

MOT Senior Center, Middletown, DE

9/19/2016 12:00 AM | Meeting called to order byJerry Alfano

# In Attendance

**Board Members**: Jerry Alfano, President; Michelle Taylor, Vice President; Ryan Dodd, Treasurer; Brenda Harkins, Secretary; Brett Carter, Board Member

**Residents**: John Guy, Paul West, Amadin Caraballo, and Forrest & Virginia Boettcher.

**Proxy’s Received**: Anita Driver, Fabrice Prevost, Shaun Long, David Coll, Margaret Mckenzie, Paula Lucas, and Gabor Farkas

# Approval of Minutes

Meeting called to order at 6:15pm.

Attendance was extremely light, but we were able to make quorum. We greatly appreciate your input, and would love to see you at the yearly meeting. Without your attendance, or proxy, we are unable to approve normal operating costs.

A motion was made to approve the 2015 yearly minutes. A second motion was made to accept those minutes. The minutes were Approved.

# A Year in Review

Jerry started the meeting by going over updates that have occurred this year.

* Ryan Dodd, agreed to become Treasurer, once the previous treasurer, Bridget Shelton, moved from the neighborhood. Thank you Ryan! He has brought us into the electronic age.
* Marshall Landscaping was hired for landscaping and snow removal. It is felt that the company is doing a good job, and the Board agreed to stay with them for another year.
* Marshall Landscaping is again offering snow removal, for individual resident’s driveways. If you are interested, please contact Shawn Marshall directly to arrange. Michelle will send out an email with contact information.
* At the time of this meeting, the street signs had not yet been delivered, but as everyone can see, they have been installed. The Board Officers, in working with Nicole Poore (DE State Senator), and Kevin Hensley (DE State Representative), were able to secure payment of the signage, by the State of Delaware.
* A newsletter was sent out this summer to refresh some of the key by-laws. Some of the topics addressed were speeding, pet waste not being picked up, and grass clippings being left in the street, leisure vehicles, prohibited vehicles, power washing of homes, and plan approval. Also included was a link to the community website for additional information and clarification of the by-laws.
* Architectural Review
	+ 4 shed requests
	+ 1 fence request

# Outstanding Item from previous year

The Deed Restrictions and By-laws need to be reviewed and possibly updated. Due to the nature of the undertaking, we will need to hire an attorney to complete the work. If anyone in the community is an attorney, and would like to donate their time, please contact a Board Member as soon as possible.

# Neighborhood Blacktop Situation

The blacktop is cracking throughout the neighborhood. According to Nicole Poore, and Kevin Hensley, they can assist us in getting Del-dot to come, and repair / fill-in the cracks. Jerry is going to provide them a list of locations.

# Election of Officers

Motions were made, and seconded, to re-elect the existing officers. We also had Forrest Boettcher, volunteer to become a Member of the Board. Welcome Forrest!

2016 / 2017 Board Members: Jerry Alfano - President, Michelle Taylor - Vice President, Ryan Dodd - Treasurer, Brenda Harkins - Secretary, Brett Carter - Board Member, Forrest Boettcher - Board Member.

# Budget Overview

Ryan provided a quick overview of 2016/2017 budget, in comparison to last year’s. The budget will remain the same, with the Annual dues remaining at $175 per household.

Based on costs from the previous year, it is expected that the cash balance at the end of this fiscal year will be approximately $18,963.00. This may change depending on the winter and snow removal expenses. As a reminder, the snow removal criteria calls for removal of 2 inches of snow fall, or if it is an issue with icing. Safety first!

A motion was made to accept the budget – All in Favor.

# Open Discussion with Nicole Poore and Kevin Hensley

Jerry introduced Nicole and Kevin and thanked them for providing the funding for the repair / replacement of our neighborhood signs.

Some key topics included the 301 Project, crime in the local area, road access difficulty at both exits of the neighborhood, fire hydrant connectivity and who our Police Resource Officer is for Commodore Estates II.

* 301 Project
	+ The project is on a strict deadline and completion is expected to be September 2018.
	+ If there are any issues with the amount of dust the project is producing, call Nicole or Kevin, and it will be addressed.
	+ The interchange at 301 and Route 1, will be a timed entrance to allow for a controlled merge.
	+ The main purpose of the 301 By-Pass it to keep tractor trailers out of Middletown.
* Crime in the local area
	+ Nicole said that there had been minor difficulties in other areas, but did not recall any issues here. The New Castle County police can pull a report for burglaries, and other types of crimes.
	+ Nicole strongly suggested that if anyone sees something unusual happening, ALWAYS call 911, don’t call the non-emergency number. The call will go to the centralized calling station, and they can decide the nature of the emergency at that point.
	+ Chris Gelati is Commodore Estates II Police Resource Officer.
* Fire Hydrant Connectivity
	+ Last year a resident, who works for a local fire department, mentioned that the fire hydrant outside of his home was not connected to the county. The question was asked if this had been addressed and resolved.
	+ Kevin Hensley will call the Fire Chief in Odessa and make sure all of the fire hydrants are indeed connected.

# Meeting Adjournment

Jerry, again thanked Nicole Poore and Kevin Hensley for taking time from their schedules to be available for our meeting.

Motion to adjourn was made at 7:21pm and accepted.