



# Westmoreland Owners Association

PO Box 6041, Williamsburg, VA 23188

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**Westmoreland Homeowners Association, Inc**  
**Board of Directors Meeting**  
**October 11, 2010 7:00 P.M**

B.O.D Present: President: Russ Hill, Members at Large, Rich Scott and Jim Word, Treasurer: Davie Burgdorf, Secretary: Olivia Hartman and Tim Cote, Committee Chairman.

B.O.D Absent: None.

Berkeley Realty : Joe Gagliano & Chadd Molloy.

Russ Hill called the meeting to order at 7:00PM

## **Homeowners Forum**

A homeowner would like an evaluation of the management contract for the annual meeting.

A homeowner expressed concern about the BMPs and when they would be bought up to the standards of James City County.

## **Minutes**

July Board meeting minutes were approved with noted changes.

## **Management Report**

Joe Gagliano. discussed trash contract bids for the community. In order to have this price; Westmoreland will have to have a certain number of homes sign up.

Russ Hill stated we should post minutes, as long as posted “as draft” minutes

## **Financial Report**

Joe Gagliano reviewed the Financial Report

He explained the Legal fees were the costs of Incorporation of Westmoreland HOA.

The Financial report was approved with the strike and change of Reserve/Checking Year to date line.

## **Inspections**

Jim Word stated inspections were conducted with Chadd Mallory, and letters sent to the owners that needed attention. Most have been identified and resolved.

## **BMP Update**

Both BMP’s were inspected by JCC; the reports are on file in the Berkeley Office.



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The BMP is still under the control of the developer; therefore, we should not do anything, and allow the county to push the developer to fix the BMP. This is a major repair that we need to let the county/developer handle. Should we decide to go in and make changes, it could be taken as the HOA is taking responsibility for it, therefore we must leave it be for now.

## **Pennington Cul-De-Sac**

A drainage culvert on Pennington is eroding. Pennington and the end of Westmoreland have not been turned over to VDOT and the developer is responsible for this problem.

## **ARC Review**

- Numerous approvals for fences over the past couple of months.
- Deck and addition under review
- Garage at the home near the entrance is looking like construction has resumed.

## **Grounds Committee (Tim Cote)**

The new Playground has been constructed, the swing set still needs to be stained

The barrier for the turn-around/drive way still needs to be put in place should be done in a few weeks.

Rip Rap may be needed to help with some of the erosion we are seeing in certain places around the neighborhood.

Street signs needed, been trying to contact VDOT to see what needs to be done to keep them in keeping with county code, haven't been able to talk to anyone as of yet.

## **Trash Bids**

Waste Management came in with the Lowest Bid for neighborhood trash collection.. Berkeley will send a letter for sign up of trash contract emphasizing the start date for the trash service, to ensure homeowners are aware for their current contractual obligations.

## **Complaint Process**

Russ Hill drafted a Complaint Procedure to keep Westmoreland in compliance with state law. The Complaint Procedure was passed unanimously by the Board.

## **Reserve study**

The Board was advised by Berkeley that, by law, they need to have a reserve study done ASAP.

Russ Hill stated that he would appoint a Reserve Study Committee.

## **Restriction Re-write (Update):**



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Russ Hill spoke to Susan Tarley; he estimated a cost about \$5000 to re-write the restrictions. Susan is to send us a proposal with costs. Russ stated it clearly needs to be completed, and proposed that it happen in 2011.  
- Motioned to table, passed unanimously

## **2011 Budget**

Joe presented 2011 Budget. The budget is based on no increase in dues, and with \$12,000 in reserve account.

The Board wanted to take into effect a reserve study needed to be completed this year.

- o The Board approved moving \$50.00 in budget for the reserve study

The 2011 Budget was approved by a unanimous vote.

## **Annual Meeting**

The Nominating committee will consist of Olivia and two homeowners.

An agenda for the annual meeting will be prepared at the next board meeting.

The Board entered into executive session at 9:25 P.M. for discussing the contact with Berkeley

The Board adjourned executive session at 9:45 P.M

**NEXT MEETING FOR B.O.D WILL BE HELD MONDAY, NOVEMBER 1, 2010 at 7:00 P.M at Berkeley Realty.**

Meeting adjourned at 9:48 P.M

Olivia Hartman

Secretary