

# DRAFT

## Southampton at Salem Springs Condominium Board Meeting at Grace Community Church January 4, 2011

**Board Members Present:** Michael Cory, Michael Marino, and Beth Byrum.

**Absent:** George Little

**United Property Associates (UPA) Rep:** Kerry Laughlin

**Community Residents Present:**

Walter & Ruby Doughtie 4428 SSW

Joe & Lorraine Miklos 4361 SSW

Walt Jones 1609 SWC

Audrey Skutnik 4349 SSW

Helen Pichardo 4308 SSW

Charlie & Tina Bruggemann 4369 SSW

Sam & Juline Snapp 4449 SSW

Gary & Janelle Williams 4313 SSW

Harold Nix 4469 SSW

Deborah Bruks 4469 SSW

Dana Pugh 4445 SSW

**I. Call to Order:** Mike Cory called the meeting to order at 6:30 p.m.

**II. Homeowner's Forum:**

Sam Snapp asked about the high water bill and if anything has been done. Mike C. said a letter had been sent. It was also mentioned that the pool had to be filled, which also contributed to the higher water bill.

**III. Secretary's report:** Mike M. made a motion to approve the minutes as presented. Motion was seconded by Beth and approved by the Board.

**IV. Treasurer's Report** (Mike Cory): Will be presented at the next meeting.

**V. Committee Reports:**

- Architectural & Pool Committee (Beth Byrum): Nothing to report.
- Landscape Committee (Mike Marino): Nothing to report.
- Communications Committee: Charlie Bruggemann is handling the website. The Board of Directors and recording secretary can authorize items to put on the website. Beth Byrum will check to see if the insurance documents are on the website.

**VI. Management Group Report** (Kerry Laughlin):

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1. Still in transition from Community Group.
2. Tried to get in touch with Basnight, but was unsuccessful. Mike C. will call them
3. The 2011 Pool proposal with the revised 3% increase (instead of 5%) is ready to be signed.
4. Paperwork to get our Corporate status reinstated is ready to sign.
5. Waiting for information from Community Group to complete the Department of Professional and Occupational Regulations (DPOR) status.
6. The 2011 Budget letter was sent out to homeowners. Payment books were sent out.
7. Homeowners need to cancel their automatic payments to Community Group.
8. January assessment late fees are being waived due to the transition.

## VII. Old Business:

1. CD renewal status: CD completed. Rate is 1.7% for 14 months.
2. Shrub replacement; plan going forward, Basnight presentation: No show.
3. Basnight fall seeding: Deferred.
4. Walk-thru open issues and actions & notification status: Mike C. will send Kerry the outstanding list.
5. HOA "Corporate" & "DPOR" Status" update: Kerry provided update in his management report.
6. Mailbox Status of Repair Action: Debbie provided information on mailboxes from Dr. Mailbox in Portsmouth. Mike C. also gave her another option from Mailbox Exchange. Debbie will do more research. Mike C. is also checking on a bracket/scroll when he goes to the machine shop tomorrow.
7. FY 11 Pool Maintenance contract: Contract was signed.
8. Rental units agreements, approval procedure, and documents: Deferred to February.
9. Termite protection, coverage for common elements: Done

## VIII. New Business:

February zoning meeting (date/time/location): Rezoning of property north of Southampton to build 32 two-story townhouse units on one-third of the land because of wetlands. Mike C. recommended we ask for a fence between the two properties. Beth gave all the information she has to Kerry and he will contact the builders.

Mike M. made a motion to adjourn. Motion was seconded by Beth. Meeting was adjourned at 7:25 p.m.

Judy Warren  
Recording Secretary

Next meeting will be held on  
**Tuesday, FEBRUARY 1, 2011**  
**6:30 p.m. at Grace Community Church**

**Pedro Hernandez will attend the February meeting to discuss Basnight concerns. Eddie Bourdon, a real estate attorney for Ocean Bay Homes, will also attend the meeting to answer questions regarding the proposed condominium project that would be built next door to Southampton.**