

**ORCHARD HILL HOA
BOARD OF DIRECTORS
MEETING MINUTES**

April 2/25

6:30 pm

In-Person Location: Milford Public Library, Bailey Room

- **Call to Order: 6:34 pm**

Mike

- Attendees: Mike Maloney, Vice President,
Jerry Slamka – Treasurer, Ardean Amato-Chase, Secretary,
Member-at-Large 1, John Klein

- **15 Minute Public Comment Period:**

Homeowners

- Homeowner – None in attendance

- **Review of March 2025 Minutes**

Motion - Mike asked for a motion to accept March 12, 2025, Board Meeting minutes. John 2nd.
All Approved

- **Architectural Committee Updates:**

John

- ARC approvals and denials
 - Nothing new, form has not been started.
 - Jerry asked about the fence at 4 Crown Circle, I told him it was completed today.

- **Vice President Updates:**

Mike

- Mike wants to send a letter to the Milford City Manager. He said at a Board level initiative to express our concerns about: fluid leaking out of the garbage/recycle trucks which is hazard to pets, repair of potholes like the one at the front entrance and asphalt coming up around drains, enforcing no parking on the grass, etc. To open a line of communication.

Action Items - Mike

- Compose letter to City Manager

Motion - John asked for a motion for Mike to draft the letter to the City Manager and send it to the Board for approval and mail it. Jerry 2nd. All Approved

- Mike said Dark Green did yard work at the entrances, putting mulch down that was not included in the estimate and shaped the shrubs. Mike met Andrew on Mon. and told him it was not what he had in mind. He did not cut the liriope back and some shrubs needed to be removed that appear to be dead. We discussed perhaps the shrubs behind the sign should to be taken out. Mike wants the weeds removed and the edging cleaned up, but for the most part, it was ok. He also mulched the trees in the circle which he was not supposed to do so he will not charge us for it. Removal of more grass beds that do not look good was discussed. Mike said that if we purchase plants for the entrances Andrew said he would plant them at no cost to the community. Mike is reviewing his work and will check tomorrow or the next day then Jerry could pay his invoice. Ardean suggested we buy perennials, Mike suggested native plants. Ardean will research and purchase them and produce a budget.
- Mike and Ardean were available to meet April 11th and the attorney would be contacted to meet on this day.

Action Items - Ardean

- Research/purchase perennial and native plants and produce a budget

- **Treasurer Updates:**

Jerry

- Jerry discussed the remaining delinquent dues homeowners. One that we believe has not paid dues for 2023, 2024 or 2025. We have no proof that they paid the previous years. Mike stopped at the house and no one would answer the door so he left a note. The land records show the owner we have listed. Mike found another owner on Facebook and wants to send a registered letter to her asking to pay the dues or tell us who the owner is so we can contact them.
- Another homeowner that owes 2 years promised to pay by the end of the month but Jerry wants a postdated check that we would hold till the end of the month.
- We also discussed what it would cost the homeowners if we did not have a board so we could explain the costs at the upcoming Annual meeting. Mike said \$15 -17.00 per home per month and that would just cover the basics of paying bills. If they went to meetings and performed other duties it could be as high as \$25 – 30.00. Mike said if we did not have a Board the court would appoint one.
- Jerry said one owner double paid, he will send the check back.

Action Items - Jerry

- Send over payment check back to homeowner and any others
 - It was asked that we check with the attorney as to what legal options we have to collect the late dues.
 - Jerry said there was one homeowner that paid their dues but not the late fee.

Motion – Mike made a motion to remove the late fee of \$21.00 for that homeowner. John 2nd. All approved.

- Jerry said the \$35,000, 9-month CD was finally completed by the bank

The rest of the meeting was discussing the upcoming Annual Meeting processes.

- It was stated that we need 45 homeowners in person or by proxy to achieve a quorum at the upcoming Annual Meeting to pass the 2025 budget.

Action Items – Ardean

- Print 45 copies of the proxy to hand deliver to homeowners by Mike and other Board members
- We discussed the budget and how best to display it in the presentation at the meeting

Action Items – John

- Create a pie or bar chart showing the budget items
- We asked John to email Ken, the ARC Chair to speak at the meeting.

Action Items – John

- John to email Ken to speak at the meeting
- Update the website with the Annual Meeting information
- We discussed sending a meeting reminder and including the minutes from the last Annual Meeting, the budget and a link to the online proxy on the weekend

Technology Committee

- John reported on other HOA programs and showed a comparison chart as to features and costs. It showed that the original program he proposed has the most features and the best price. We discussed it was not in the budget, but we would review it again in July to see what our expenses are and see if there it the money to fund it.

Motion to Adjourn – Ardean made a motion to adjourn, John 2nd. All Approved

- The meeting was adjourned at: 9:11 p.m.

Signed by: *Ardean Amato-Chase*

Date: May 14, 2025