

Harbor Walk Townhouse Association
Minutes of the 39th Annual Meeting
December 9, 2020
Meeting held virtually by Zoom

Board Members in Attendance:

Anne Riley (President)
Jordan Cohen (Vice-President)
Laura Polacek (Secretary)
Annette Posner (At-Large)
Kelly Gleason (At-Large)
Migena Dilolli (At-Large)
Doug Peth (At-Large)

Non-Board Members:

Kathy Keane (Treasurer)
Sandy Peth (Landscape)
Jerry Skene (Architectural)

Homeowners in Attendance:

Nancy Notaro-406 S. Hanover Street
Rosemary & Bob Muir-510 S. Hanover Street
John Faulkingham-715 S. Hanover
Susan Gillett-21 W. Barre
David Robertson-621 S. Hanover
Anwar Gorham-506 S. Hanover
Steve & Barbara Harper-622 S. Hanover
Alex & Sherri Levin-502 S Hanover
David Riley-426 S. Hanover
Sally Skene-607 S. Hanover
Jeffrey B. Williams- 420 S. Hanover
Anne Tillinghast- 501 S. Hanover
Russ Causey- 629 S. Hanover
Nate Archer- 701 S. Hanover
Erin Kwong- 707 S. Hanover
Michael Natchuras & David Haltiwanger-22 W. lee
Dennis Woytowich-104 W. Hill
Elizabeth Wolf Isles-3 W. Hill
Farris Shuggi-110 W. Hill
Thomas Kensler- 414 S. Hanover
Krishan Zaveri- 509 S. Hanover
Corinne Casey- 17 W. Lee

Elizabeth Rogers- 507 S. Hanover
Lori von Coelln- 630 S. Hanover
Michael Flanagan- 412 S. Hanover
Eleanor Carey- 15 W. Barre
Stanford Goodman and Kathy Bradley-521 S. Hanover
Amy McClain-615 S. Hanover
Dan and Carol Schwartz- 605 S. Hanover
David Washington- 702 S. Charles
Sharon Rubinstein-700 S. Charles
Catherine Haddon-515 S. Hanover
Scott & Lori Robertson?
Lori Cohen?

Call to Order

President Anne Riley called the meeting to order at 7:17pm using Zoom technology in accordance with Coronavirus social distancing.

Introductions

Anne Riley introduced the Board members and members of the Task Force that updated the Articles of Incorporation and By-Laws and Declaration. She and the membership thanked them for their hard work and dedication.

It was determined that there was a Quorum.

Action on Minutes

The motion to approve the Minutes of the 2019 Annual meeting was made and seconded. The minutes were unanimously approved.

Financial Matters

Kathy Keane reported that the finances of the Association are strong. Kathy reminded the membership that in 2008, the Board set a goal to build up the Association funds in order to be prepared for major repairs and long-term renovation projects that seemed likely to be needed as the community property aged. Thanks to these funds, in the past three years HWTA has undertaken and paid for needed repairs and some long-term projects with only modest increases to the annual assessment. (Dues were increased \$10 to \$475 for 2021.)

A new Treasurer is needed for Harbor Walk. Without a volunteer in the near future, the Association is likely to need to hire an accountant to handle much of the Treasurer's duties. This expense was not included in the 2021 budget.

The majority of expenditures in 2020 were for routine landscaping maintenance. The larger, non-routine items in 2020 included legal fees which were \$4,500 above normal owing to updating governing documents, as required by changes to the Maryland Homeowners

Association law and facilities and landscaping projects including the Installation of a French drain in the garden across from 15-17 W Hill St to prevent flooding of the sidewalk; Power washing walls of the Hughes Street parking lot, several HWTA sidewalks and the walkway in Hanover Square park; fencing in Hanover Square park to protect the gardens; and replacement of HWTA-owned trees. Details of expenditures are in the financial report in the Annual Meeting packet, received by all homeowners.

A higher than usual legal fee is expected in 2021. In response to a homeowner question, it was explained that this is because the amended governing documents must be recorded with the City. The 2021 budget provides for landscape maintenance, funds to maintain the integrity and safety of HWTA-owned properties (parking lots and 6 walkways), and tree pruning and replacement of Harbor Walk trees.

An external accountant prepared the Annual Compilation of the 2019 finances, as required by HWTA's Bylaws, confirming accuracy of the financial information. The 2019 Compilation was shared with the Board in June. Homeowners may request a copy.

Architectural

Jerry Skene explained that the Committee routinely surveys homes to help homeowners recognize the need for maintenance so small problems do not become costly and Harbor Walk remains a desirable place to live. The Architectural Guidelines will be updated in 2021.

Public Safety

Kelly Gleason reported that the funding for the security cameras in our neighborhood was funded by the Baltimore City Otterbein Association, who also fund the private security company. She continues to reach out to the South Baltimore Police on reported crime in the area. More information can be found at these links: <https://www.baltimorepolice.org/consent-decree-basics/updated-third-year-monitoring-plan>^[P]_[SEP], <https://www.baltimorepolice.org/transparency/BPD-Reform-Calendar>^[P]_[SEP], and <https://www.baltimorepolice.org/bpd-community-policing-plan>^[P]_[SEP]. These links will be posted to the web site.

Facilities

Annette Posner described her work with the City to ensure timely replacement of public lighting, repairs to foot paths, and other City-owned structures. The City's difficulties with Covid19 has delayed projects. However, a 2021 HWTA budget item to solder the broken fencing in Wheel Park was recently completed by the City, saving HWTA this financial obligation. (We have an agreement with the City to maintain this park.)

Annette worked with a committee (Dave Riley, Alex Levin, Marc Posner, John Keane) to review past expenses for Long Term Repair and Replacement (LTRR) projects and to develop a template for estimating the minimum amount of funds likely to be needed each year for LTRR. They will provide their report to the Board in January.

Landscape

Sandy Peth reported that Ruppert is in their 2nd year of a 3 year contract. Tree pruning continues as well as removal of 8 dead trees and tree replacement all of which was budgeted. Other projects completed were the fencing in the Hanover Square gardens, installation of a French drain to reduce flooding, power washing mold from brick sidewalks and walls. Contracts for landscape, irrigation of Wheel and Hanover Square parks, snow removal and mosquito spraying established for 2021. The Landscape Committee has put in many hours removing the ivy from the garden at Hill and Hanover Street and begun planting a native garden that will attract butterflies.

Social and Welcoming

Rosemary Muir reported that Covid19 curtailed the usual social events. Money saved was used to purchase four \$50.00 gift certificates to local restaurants, to be distributed local business. Rosemary thanked Liz Wolf Isles for organizing Zoom trivia nights. Sheri Levin reported that in lieu of a fall get together with new neighbors a welcoming packet of the directory, the architectural guidelines, and a plant is given from door to door.

Web Master

Jerry Skene reported that the HWTA web site continues to operate effectively. All HWTA versions of the governing documents are maintained there, along with the names and email addresses of the Board members and committee coordinators and place for residents to sign up for or update email addresses. (www.theotterbein.org)

Newsletter

Kathy Bradley continues to send out the *Happenings* newsletter each month with the summary of the Board meeting and other articles of interest.

Old Business

- Rosemary Muir, Task Force Chair, reported that out of 99 Homeowners 80 voted (now 81) in the election. 73 (now 74) voted to approve the amended By-Laws and Declaration, 6 voted against, and 1 abstained. Only one person voted not to approve the change to the Articles of Incorporation which allows the Board of Directors to have up to 7 members. Annette Posner and Doug Peth were elected to another three-year term on the Board of Directors.
- Sharon Rubenstein expressed concerns with the change to the Declaration regarding the 1-year minimum lease. She would like to have 3-month leases to allow visiting nurses to rent her home. She was not aware of the process and thought that more discussion was needed.
- David Washington was unable to get his audio to work, but communicated in the Chat function that he still has questions and concerns about the ability of the Association to levy fines.
- Nancy Notaro noted that she was very relieved that there is a one-year minimum lease as she has lived between two rental homes for years and knows that stability helps.

- Anne Riley noted that the October 20th membership meeting for comments on the amended Declaration and Bylaws was announced multiple times in the *Happenings* newsletter, in addition to the two email invitations sent to all homeowners.

New Business

- The drawing for the three \$50.00 gift cards for those neighbors who returned their ballots before the November 28th deadline and one gift certificate for those on the Zoom meeting was held. The winners were: Dan and Carol Schwartz for Hersh's, Liz Wolf Isles for Cheese Galore and More, Kelly O'Keeffe & Tom Mavromihalis for DiPasquale's, and Sherri and Alex Levin for SoBo Café.
- Ellie Carey reported she is on one of the transition committees for the new Baltimore Mayor (Brandon Scott) and will post their email address on the HWTA website; she encourages people to contact them with suggestions for improving life in the City.
- In February, there will be home delivery of the updated Resident Directory.
- In 2021 the Architectural Guidelines will be updated. A committee will be created, and homeowners are encouraged to volunteer.

Meeting adjourned at 8:17pm.

Next Board meeting immediately after this Annual meeting (Zoom).

Respectfully submitted,
Laura Polacek