

**Sommerville Homeowners Association Annual Meeting
November 14, 2024 – York/Poquoson Sheriff's Office – 7:00 pm
Meeting Minutes**

The meeting was preceded by a presentation by Deputy Kevin Taylor who is the HOA Liaison for Homeowners Association and Neighborhood Watch/Crime Prevention for the YPSO. He reviewed the various crime prevention and citizen safety programs offered by the Sheriff's Office as well as ways that York County residents can make our community a safer place to live. Residents are encouraged to explore the programs available by using the "Free Classes, Programs, and Forums" link on the Sheriff's Office webpage: <https://www.yorkcounty.gov/359/Sheriffs-Office>

The Annual Meeting for the Sommerville Homeowners Association was called to order at 7:15 pm by Geoff Swanson, Board President.

A Quorum for the purpose of conducting the business of the Association was determined. Twenty-six owners were present and another four were represented by proxy. Thirty owners are enough for a Quorum. Sixteen votes will be required to elect a new Board Member and approve the 2024 Budget; 20 votes will be required to approve the changes to the By-Laws.

Minutes from 2023 Annual Meeting were approved. Derek Coldiron made the motion to approve, Frank Lane seconded. Motion carried by voice vote. No one disapproved.

Welcome and Opening Remarks – Geoff Swanson, President
Geoff introduced the Board and began the order of business.

The Treasurer's Report was presented by Samatha Call including

- A review of the 2024 YTD expenditures and expenses. (Addendum 1)
- A summary of the 2023 Reserve Study that indicated that the Association is in good standing financially.

Committee Reports

- Architectural Review Board – Derek Coldiron thanked the owners for completing detailed applications when requested to make architectural changes or improvements to their property. The requests this year were mainly for sheds and fences with a couple of residential additions. Derek announced that he was relocating in January and that a replacement would be needed to lead the ARB. Derek will reach out to current ARB members to see if anyone is interested in taking over the chair position.
- Beautification – Joyce Frink thanked the volunteers who have helped with the planting of the entryway and median. Volunteers also decorated the entry for Christmas, Memorial Day, and the Fourth of July. The Committee is on a seasonal planting rotation to keep the entry and medians looking good. A task facing the Beautification Committee in 2025 will be to remove dying and overgrown plants in the medians and around the entrance sign.
- Neighborhood Watch – Frank Lane told the owners that Sommerville has been designated a Safe Area by the York County School Board. Speeding vehicles

continue to be a concern on Sommerville Way and Sir John. The Board will contact the Sheriff's Office about what can be done to get drivers to go more slowly on these streets. Frank reminded everyone to keep their exterior lights on and doors locked.

- Welcoming – Frank Lane told the owners that Sommerville welcomed eight new residents in 2024. Welcome Baskets were given to each family.
- Hospitality – The Board hosted the Annual Sommerville Picnic in June following the Community Yard Sale. We had approximately 40 residents who attended and enjoyed the barbeque, bounce house, and interacting with their neighbors. The committee continues to acknowledge special events in our neighbors' lives. Please let Cheryl Barnard or Jeanne Grinnell know when something occurs.

Geoff Swanson addressed the accomplishments of the Board during 2024. He thanked the committees and community residents for helping to make Sommerville a great place to live.

- With the assistance of Brian LeCount and George Altmann, the streetlights in the Sommerville entry medians are working.
- The fountain in the lake has been repaired and is recirculating the water once again.
- The Association website has been activated. www.sommervillehoa.com
- Stop signs have been replaced.
- A pet waste station has been installed at the intersection of Ludlow and Sir John.
- The Association is continuing to increase our use of technology with the electronic distribution and payment of assessments.

Business

- Sam Call presented the 2025 Budget for Approval (Addendum 2).
 - If adopted, the proposed budget will not require an increase in assessments. (Addendum 2)
 - A resident from the floor asked about the funding for our Reserve Funds. Our Reserve Fund is 70percent funded, which is in line with the Reserve Study done in 2023.
 - There were no questions about the Budget from the floor. The vote for the Budget was taken on the ballot at the end of the meeting. The 2025 Budget passed by a vote of 30 – 0.
- (Tabled from the 2023 Annual Meeting). At the 2023 Annual Meeting, Paul Barnard, outgoing Board Member, presented a project for the fences that face Seaford Road and Sommerville Way. Several of these fences are dirty and in disrepair. These fences are the property of the individual homeowner, but the maintenance of the fence impacts the appearance of the entrance to our neighborhood. Paul presented a plan for the Association to paint the fences that back onto the Common Area along Seaford Road and Sommerville once they are cleaned and repaired by the homeowner. A letter was sent to the homeowners in

2023 but there was no follow-up from the Board. The current Board voted to pass the project along to the 2025 Board.

Presentation of Candidates for Board Member Election

Aaron Edmonds is the candidate for the position on the Board of Directors. This is a three-year position for the term of January 2026 through December 2028.

Election of New Board Member and Vote for Budget

Ballots were distributed to owners who were present and to those holding proxies. Ballots included lines for owners to vote for a new member of the Board of Directors and to approve/disapprove the 2025 Budget.

Community Announcements

- Wayne Drewry, York County Supervisor for District 3, spoke to the residents about things happening within the District and the County. He discussed the requested sidewalk or bike trail along Seaford Road. VDOT denied the request because of the limited shoulder space along the road as well as significant drop-offs in numerous areas just beyond a narrow shoulder. He said that Sommerville residents were urged to contact him with their questions or concerns. His email and phone numbers can be found on the York County Board of Supervisor's webpage: <https://www.yorkcounty.gov/101/Board-of-Supervisors>

Community Concerns

- A concern was raised about the camera located on the power pole at Sommerville and McPherson. It is a traffic counter installed by VDOT to measure the traffic in and out of the neighborhood.
- A question about the possibility of installing a plug on the median light pole so that holiday lights/decorations can be installed there. Monarch Electric (Brian LeCount) installed a properly grounded plug on the pole.
- Dean McGaillard reported that nothing new was going on with his property that abuts with Sommerville. A cul-de-sac development with eight homes is still planned for the property. Deano plans to include green space with a designated park space with area for community events.
- Ed Connolly asked if anything could be done with the 27 acres surrounding the Nature Trail. Several years ago volunteers from the Association got together and spread mulch to improve the ponding and walkability of the trail. Ed wanted to know if that could be done again. Geoff Swanson responded that, unfortunately, damage from several nor'easters and other storms have downed numerous trees that would need to be removed as well as other debris removed before the trails could be reconstructed.
- Ed also asked that we remind pet owners to clean up after their pets. The area at the end of Sommerville going into the woods is frequently used by pets whose owners do not clean up. The Board will send an email to all residents reminding them of the pet waste station and to clean up after their pets. Carolyn will inquire about getting a pet waste station installed at the end of Sommerville.
- Owners were also reminded about dumping yard waste and other debris in the street drains. Everything that goes in these drains winds up in the lake. Yard

waste causes the lake to fill and will possibly cause the Association to have to dredge or clean out the lake at a significant cost to each resident.

- Owners were also reminded to maintain the drainage easements behind and alongside their property. These swales, berms, and drains are an important part of the drainage plan for our neighborhood. If they get clogged or blocked, areas of our neighborhood could be more susceptible to flooding.

Announcement of New Board Member and other voting results

- Aaron Edmonds was elected to the Board of Directors position (24/6)
- The 2025 Budget was approved (30/30)

Meeting Adjourned at 8:35 pm

Respectfully submitted,

Marcia Swanson
Secretary for the Sommerville Homeowners Association

Addendum 1 – Operating and Reserve Budget, Calendar Year 2024

Addendum 2 – Operating and Reserve Budget, Calendar Year 2025 (Proposed)