



## Civic Association of Hollin Hills

### Board Meeting Minutes

May 13, 2008

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1. Call to Order – Richard Seltzer, President

The meeting was called to order at 7:15 pm at Hollin Meadows School.

Attendance was as follows:

Richard Seltzer, President	Present
Chris McNamara, Vice President	Present
Gus Matson, Treasurer	Not Present
Diana White, Secretary	Present
Robert Fina, Social Activities & Director-at-Large	Present
Heather Watenpaugh, Membership & Director-at Large	Not Present
Michael Damitz, MVCCA & Director-at Large	Not Present
Lee Ann Kinzer, Parks & Director-at Large	Present
Sally Collins, HH Pool & Director-at Large	Present
Christine Leonard	Guest
Noel Mazade	Guest
Barbara Wickham	Guest
JG Harrington	Guest

2. AT&T presentation:

The Board invited representatives of AT&T to present information on a proposed cell phone tower installation. Brian Hackett, Steven Kinley, Bryan Cline and Ed Kinley of ACO Property Advisors, Inc., representing AT&T, presented information on a site within the Pool area on which they would like to lease land to build a cell phone tower. The 50' x 50' area is adjacent to the parking lot between the pool and tennis courts, and would house a 100' monopole painted brown and be enclosed by an 8' fence. In addition to the pole, equipment cabinets would be installed within the fenced area. The five-year lease, at a tentatively proposed monthly fee of \$1000, would be renewable in five year increments for up to 30 years, with a 7.5% increase for each additional five-year term. If additional carriers are interested in using the pole and installing their own equipment, a separate lease agreement and fee would be negotiated.

A number of questions were raised:

Does DRC have standing?

Does installation require DRC approval?

What is the pool membership's opinion?  
How will the community be notified and asked for input on AT&T's proposal?  
What is the timeline for the approval process and installation if approved?  
How will lease payments be used?  
Is the size of the installation area negotiable?  
Is the proposed site in a Resource Protection Area? Flood plain? Wetland?  
What are the zoning requirements?  
Are there deed restrictions? (JG will research)  
What happens when the lease expires?  
Would/could power installation be underground?  
Would area be landscaped?  
Is there an access easement?

On a motion by Dick, seconded by Robert, the Board agreed to continue to pursue exploring the installation of a cell phone tower in the Pool area, subject to approval by the CAHH membership. If space is available, a notice of AT&T's interest will be inserted into the June Bulletin.

3. House and Garden tour:
  - a. Ticket sales and sponsorships raised \$16,250, leaving an approximate net of \$11,800 after expenses.
  - b. On a motion by Robert, seconded by Dick, the Board extended heartfelt congratulations and appreciation to the House and Garden Tour committee for job well done. Dick will print and deliver certificates of appreciation.
4. Vice President's Report:  
The DRC met on April 2<sup>nd</sup> and discussed several proposals.
5. Treasurer's Report:  
No report available
6. Membership Report:  
No report available
7. Parks Report:
  - a. Lee Ann reported that the last two work sessions were rained out. The June 15 session will be for Paul Spring. Recent rains washed out half of the stones in Voigt Park.
  - b. Ken Williams has repaired and repainted the Hollin Hills entrance sign at Davenport. The sign at Paul Spring has been repainted and new shrubs installed in front, using leftover funds from the pool plantings. Dick will present a certificate of appreciation.
  - c. The homeowner at 7402 Range Road asked that several dead trees in Sutton Potter Park that have fallen into his yard be removed. Lee Ann will ask Jim Klein to have the trees removed..

8. MVCCA:  
Dick reported that George Bauer has resigned as Budget Committee representative.
9. Pool Report:  
Attached.
10. Old Business:
  - a. The owner of 7507 Elba has not installed box gutters as required in the contract signed for his new roof installation. Dick moved, Chris seconded and the Board approved pursuing enforcement of the contract in small claims court. Christine Leonard agreed to assist the effort.
  - b. Tania has asked for some Board guidance on plans for the 60<sup>th</sup> Anniversary celebration. Robert will discuss with her and help flesh out a proposal.
11. The next meeting will be Thursday, June 5<sup>th</sup> at Chris McNamara's house.

Meeting was adjourned at approximately 9:30pm.