

**HAMPDEN HILLS AT AURORA HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES**  
TUESDAY JANUARY 16, 2024 AT 5:30 PM

**I. ESTABLISH A QUORUM** Meeting was called to order at 5:30 by Director Steele. The following Board members were present for quorum.

Allison Serafin-Steere, President

Melissa House, Vice President

Cliff Colson, Treasurer

Estella Escobar, Secretary

Anthony Gianccaterino was absent.

Molly Ryan with Metro Property Management was present. Two homeowners were also in attendance.

Boris, Homeowner 3780D

Talos, Homeowner 3755D

**II. BOARD BUSINESS**

A. Board announcements - None

B. **Approval of minutes- NOVEMBER 14<sup>TH</sup>, 2023** – On a motion duly made and seconded, it was unanimously resolved to approve the minutes from November 14<sup>th</sup>, 2023

C. Board members disclose any conflicts of interest regarding agenda items - None

**III. SPECIAL GUESTS:** None

**IV. HOMEOWNER FORUM –**

3780D Window request: like-for-like, white vinyl window request to kitchen and bedroom window with lattice only  
On a motion duly made and seconded, it was resolved by the majority to approve the window request.

**V. HOMEOWNER CORRESPONDENCE –**

A. Homeowner Hearings-none scheduled

B. Board members review correspondence from the community –

\*Asking to have Xfinity wiring adjusted? – The Board denied the homeowner request to compel another owner to contact Xfinity to move a cable. The Board members report having cables in their yards as well. Suggest the homeowner personally request Xfinity has the cables tightened and painted.

**VI. MANAGER’S REPORT –** The Board received a report on pending items. 3851D Closed

**VII. FINANCIAL MATTERS**

November and December Report – On a motion duly made and seconded, it was unanimously resolved to approve the November and December 2023 financial reports subject to final audit.

The Board discussed check signatures and determined management will email all board members to approve payables and management will sign the checks

**VIII. UNFINISHED BUSINESS**

A. Security report- None

B. Garage update – Molly to notify board about garage walkthrough; Board wishes to review garage storage usage

C. Other – No other items

**IX. NEW BUSINESS**

A. Proposals for steel railing repairs 3811B – On a motion duly made and seconded, it was unanimously resolved to ratify the installation of a railing at 3811B

B. Proposal to repair circuit Lot H – On a motion duly made and seconded, it was unanimously resolved to approve the installation of a new lateral line in Lot H. Molly will update the Board as the project progresses.

C. Gutter cleaning proposals – Status – Pending weather

D. 2024 Management agreement –

Molly letting us know that Materials charge increasing from 0.20 to 0.25\$

Molly letting us know that Envelope charge increasing from 0.25 to 0.30\$  
On a motion made and duly seconded, it was unanimously resolved to approve the Management contract renewal.

E. 2024 Insurance Renewal

Current policy with Assured Partners expires 2/28/24. The vendor wants to increase the policy limits.  
Molly to check with other companies.

F. Paint proposal - The Board received a proposal to paint the community for \$236,840.00. This is a very reasonable proposal; however, more proposals will be obtained for Board consideration. The goal is to begin painting in 2024. The Board will investigate potential paint scheme changes.

G. Other

**X. REPORTS**

**ARC Committee**

3780 D Window replacement – Approved

3815 D Single window replacement – Approved

**XI. ADJOURNMENT**

**Next Board Meeting date-**Tuesday February 20, 2024, at **5:30 p.m.**

**XII. EXECUTIVE SESSION (Discuss Delinquencies)**

Respectfully submitted by Estella Escobar:

---

Approved by an Officer