

Hollybrooke DSS HOA Meeting

When: Tuesday August 26, 2025 - 7:00PM via zoom

In Attendance – Eli, George, Dave, Jon, Jody, Heather-MTM, Bill Gustavson

Welcome

- Approval of Minutes – 2nd - Approved
- Officer Reports
 - President: Dave Minier
 - CCOC mediation update – HOA officers and MTM met with the mediator on 8/20 to discuss the complaint filed by a resident. CCOC proceedings are confidential. One issue for resolution was the use funds and mandatory assessment of the cost for single family home leaf removal. Based upon the complainant's reading of the community documents, budget and funds can only be used for the maintenance of community property. The board disagrees. On the advice of our attorney, the board maintains the funds can be used for the betterment of the community. The second point was the annual assessment increase may not exceed 10% (exceptions are insurance and property taxes). Our attorney advised the review of our insurance policy as a possible means to cover legal costs associated with the CCOC action. We're waiting for the mediation agreement to be sent.
Motion – open a claim with the insurance company for the use of insurance to pay the attorney for the potential case. 2nd – Approved.
 - Update after the board meeting - We've received the mediation agreement from the CCOC. On advice from our attorney and that of MTM, we took issue with the first point of the mediation agreement related to community wide leaf pickup. We believe the board has the discretion to provide the service billable through assessments, we find the first point of the agreement too limiting and voluntary participation ineffective in reaching cost savings per household and inefficient for the vendor to execute consistently. We concur with the second point – a limit of 10% increase is acknowledged.
Motion to send the letter, as written, to the CCOC – 2nd – Approved.
 - Vice President: Jonathan Tubman – nothing
 - Treasurer: George Wolohojian
 - 2026 Draft Budget discussion the draft budget was reviewed at a 10% increase level. The Homeowner Fees need to increase to meet rising expenses due to inflation, bamboo remediation and snow removal. The board asked for changes to provide for a new draft at a lower percentage increase.
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 - Secretary: Eli Nadel – no report
- Committee Report(s)
 - AERC Liaison – summer walk around has taken place and noted issues are currently being collated and sent to MTM so that letters can be sent out. The number of issues are down about half from last year.

- Current Business
 - Grid #GS32 related to encroachment of plantings – a certified letter was delivered to 7328 GRT stating that the resident's tree planting, in the common area, will be removed at their expense, as soon as Green Earth can be scheduled. The owner has removed the structure in the backyard, that was on common ground. The charge for removal will be applied to the owner's account.
 - Grid #GS31 & #GS42 related to common area land management and remediation of bamboo (plan for discussion do one property this fall and then one in the spring). Bamboo will be remediated by digging a trench behind the owner's property and installing a barrier and then covering the trench. This will permanently keep the bamboo from encroaching onto the owner's property. We will do this behind 7320 GRT this fall. Money has been budgeted in 2026 to remediate the bamboo behind 2 other homes next year. We have been paying, over the years, to cut back the bamboo. This will be a permanent solution.
 - 2025 fall pick up schedule (carry on from July's meeting. For discussion: one pickup in November and one in December) – No leaf removal this year due to exorbitant snow removal cost and bamboo remediation expense. What is the best way to communicate this to the community? Notice in newsletter? Listserv?
There also won't be leaf removal in 2026 due to budget constraints.
- New Business - nothing
- Next Meeting – Annual meeting Tuesday November 11 at 7:00pm via Zoom
- Adjourn