

Cacapon Highlands Property Owners Association (CHPOA)

Annual Meeting Notes

May 20th, 2023

Welcome and Overview (Pat Rice, Chairperson):

- Pat Rice kicked off the meeting and welcomed everyone.
- Thanks to Jim Gleason, Amber & John Zambri, and Pat & Jen Baynes for donating lunch!
- Pat asked new property owners to introduce themselves, and asked all the attendees to introduce themselves to the new property owners.
- Introduction of board members.
- Provided an update on the work done on the Trever Drive hill and the installation of speed bumps for speed control.

Fire Hazards, Gypsy Moths and Facebook (Amber Zambri, Co-Chairperson):

- Amber provided information on two recent brush fire events.
- Introduced our local Fire Marshall to talk about fire hazards, emergency planning, and evacuation, and also a detailed breakdown of fire prevention in our community.
- He noted the importance of “defensible space” or the area around your structures that should not contain combustible materials (wood, leaves, etc.), specifically 50 feet around your homes, sheds, etc., and 10 feet around campfire pits.
- Discussed evacuation through Fire Tower Road, which is the only other way to exit the community. The lock on the gate at the intersection of Katelyn Lane and Fire Tower Road has been removed, however, the lock at the bottom of Fire Tower Road, where it meets Detour Road, still has a lock that we cannot open. We will work with their HOA for access or options.
- Amber also recommended a “To Go Bag” with essentials in case of the need to evacuate fast.
- Amber gave an update regarding spraying for gypsy moths, which was done on May 5, 2023.
- Amber gave an update on progress to resolve our Facebook page issues or replacing it. Suggestions are welcome.

Ice Storm (Terry Linn):

- Terry Linn described the impact of the Ice Storm, most notably on Katelyn Lane. Pictures were provided on the tables.

Budget (Cindy McVeary, Treasurer):

- Cindy McVeary provided a budget overview and left copies on the tables.
- Noted that we received a refund of \$1,605.90 from the Gypsy Moth Program.
- Noted that the work done on the hill was possible due to Community Members paying their dues on time and we also saved money from volunteers doing work in the community, including: snow removal, cleaning ditches, repairing pot holes, clearing trees and debris from the storms – Thanks Volunteers!

Board Meeting Updates (Ryan Rowe, Secretary):

- Our previous board meeting was noted.
- It was noted that all board members positions are open next year and will be voted upon at the board meeting next year, voting ballots will be sent out prior to the meeting. The board member positions are: Chairperson, Co-Chairperson, Secretary, Treasurer, Trustee, and Alternate (2).

End of Meeting (Pat Rice, Chairperson; Cindy McVeary):

- Recognition for those who do snow removal – Thanks All!
- Thanks everyone for coming!
- M&M prize award
- Prize raffle drawing