

Bay Hills Townhouses A Condominium – Tanglewood II Regime, Inc.
BOARD OF DIRECTORS MEETING
March 12, 2026 at 7 P.M.
Gloria DEI Lutheran Church
461 College Parkway, Arnold, MD 21012 & Microsoft Teams

MEETING MINUTES

Attendees:	Wes Ray	President	('28)
(Present)	Nelson Horine	Vice-President	('28)
	Laurie Fischer	Treasurer	('26)
	Bruce Kittinger	Secretary	('28)
	Connie Davis	Director	('28)
	Phillip Lancaster	Director	('28) Remote
	Bonnie Habib	Director	('27)
Absent:	Richard Ramos	Director	('26)
Sentry:	Antoine Spriggs	Sentry Management	Remote

Homeowners: Jeff Davis, 1222 Brunswick, Sean Keaveney, 1222 Brunswick
Connie Jackson, 1201 Brunswick Remote
Stacey Lancaster, 1214 Brunswick Remote
Paul and Janice Gabriel-Tucci Remote

Executive Session

Wes called to order the Executive Session at 6:35p.m. for the purposes of discussing delinquencies, personal and legal matters.

Adjournment: The Executive Session was adjourned at 7:15p.m.

General Session

Wes called the meeting to order at 7:15 p.m. and the internet session was activated for remote attendees.

President’s Report

None

Treasurer’s Report:

Laurie is moving maturing investments to Sentry’s team to simplify the process and to eliminate reconciliation fees.

As of the end of January, the community had \$77,548 in Operating Cash/money market and \$198,490 in Reserves which are invested. The liability was \$19,432, of which \$2,947 is accounts payable at that point in time and the remaining \$16,485 is prepaid HOA dues. We have not gotten the total snow removal costs yet, but they will be large. **Antoine will**

contact Brothers Property Maintenance to request invoices. Other large expenses this year will be repair and sealing the parking lots and the increase in the HOA Master Policy insurance.

Approval of the Meeting Minutes: The February 12, 2026 minutes were unanimously approved.

Committee Reports/Architectural Review:

- a. Committee to review Reserve Study: No Report
- b. Review of Bylaws & ARC Standards: No Report, Tabled
- c. Monthly Newsletter: Jeff will distribute the March newsletter
- d. Spring Compliance Inspection: No Report, Tabled
- e. Architecture Committee: No
- f. Sewer Inspection Committee
 - i. Plan for inspections was distributed to Board and drainPro is working on scheduling for May.
- g. Termite Inspection: Weir Pest Control letter was distributed to community members and will commence on March 19th.

Management Report – Antoine Spriggs

Board Positions: for 2026 elections we will have 3 positions – Laurie, Richard and vacant. The Board needs to establish an election committee for September elections.

Miscellaneous Items:

493 Colonial Ridge Insurance Claim:

There was much discussion of 493 Colonial Ridge Lane water damage and the status is: Selective Insurance (Master Policy) made a settlement to pay around \$17,000 and the homeowner insurance company for 493 CRL has paid the \$10,000 deductible for the master policy. The \$17,000 is over and above the deductible and the concern of the Board is that there are betterments and improvements being included in the Selective settlement. The work appears to be completed already and the contractors have not all been paid.

Selective has paid the money (\$17,000) to the Board of Directors, who will be required to pay the contractors for legitimate work. 493 has invoices to pay, and contractors have not been paid.

Need to find out from the Selective Adjuster, Adam, what should be included in the settlement. Lisa will get back with Antoine on a tele-meeting with Adam, Lisa, Antoine, Wes, Bruce to decide on this issue so the contractors can be paid ASAP.

Also, the Board is responsible for paying all contractors from the insurance company

proceeds and have the right to inspect work performed. Contractors must be approved by Sentry if Sentry writes the checks **OR** the Board needs to provide Sentry with a waiver of responsibility for any issues with a non-vetted contractor. **Antoine will send Wes the Sentry waiver for Tanglewood II to pay contractors that are not vetted by Sentry.**

- a. The Board voted unanimously to renew the D & O insurance Policy. Antoine will inform Bay Area Insurance.

Unfinished Business

- a. **Broken Pavers between 481-483 CRL:** American Paving and Striping has presented a proposal for the Board to approve.
- b. **Sewer Inspection Project:** 2026 inspections will be performed in May 2026 and plan was distributed to the Board.
- c. **Andrew Hill Drainage:** Waiting for Contractor estimate. Tabled
- d. **Seal Coating and Striping Proposals:** The proposal from American Paving and Striping was voted on and accepted in the October Board meeting for the 2026 The dates for the project are to be determined. This includes all parking lots in Tanglewood II and 2 additional speed bumps. These are committed. For Andrew Hill, **the Board needs to decide whether to repave the parking lot or repair 2 areas and seal coat.** The proposal has been distributed to the Board. In addition, A proposal for installing an asphalt path between 481 and 483 Colonial Ridge has been added to the project and **the Board will need to have a decision on that.**
- e. **Bay Green Crosswalk:** Letter and document was sent to Amanda Fiedler, our County Council Representative, to help get the issue before the AACO traffic engineering department. Waiting for a response.
- f. **Walk-Through with Marty Mows:** **The Board needs to walk the grounds, identify projects, prioritize projects and then work with Don Fletcher on landscape maintenance proposals that can be funded.**
- g. **Insurance Coverage/Compliance Checklist:** Tabled
- h. **Emergency Service Process:** Awaiting input from RestoreCore.

New Business

- a. **Mosquito Spraying Contract:** The Board voted to accept the Weir Pest Control contract for mosquito spraying. Antoine will send Wes the contract to sign
- b. **Andrew Hill Sidewalk issue:** Due to warmer weather, the concrete that was pushed up from the ice below has settled back in place to be level.
- c. **Updated Management Agreement:** Tabled
- d. **Next Meeting:** Thursday, April 9, 2026

Owners Forum

Sean Keaveney - wanted clarification of insurance requirements and stated that the Master Policy was unreadable to the average person. Also, how would the home inspections proposed for the insurance preventative inspections work. This process is new to us and we have to work with the insurance company to figure it out. **The Board will be communicating with the community after settling on this year's insurance company.**

Connie Jackson - concerned that kids playing and riding on Brunswick Ct. are going to be hurt with traffic that speeds through the area. Her cars have been scratched and she has also had a near accident with a child. She is concerned that the kids will scratch or damage cars as they go in between parked cars. She has talked to parents on the street. She would like the Board to find a solution by giving the kids a park area to play. Now that she has informed the Board, she stated that the Board is responsible and liable for any accident in this area.

The Board believes the parents are responsible for the children and anything they damage – including themselves. **The Board will be sponsoring a Community Meeting for the neighbors to hopefully find a solution.**

Stacy Lancaster - as a parent on the street, she sees the kids and cars and agrees that safety needs to be addressed.

The Board will be taking action and inform the community to participate in a community meeting.

Action Items:

1. Laurie to work with Sentry to move local bank accounts to Sentry
2. Antoine will contact Brothers to get snow removal invoices
3. The Board needs to establish an election committee
4. The Board needs to make a reserve expense plan for the next several years to address the priority of the repairs replacements.
5. Wes to arrange walk-through with Board and then Don Fletcher regarding prioritized landscaping projects
6. Lisa will get back with Antoine on a tele-meeting with Adam, Lisa, Antoine, Wes, Bruce to decide on this issue so the contractors can be paid ASAP.
7. Antoine will send Wes the Sentry waiver for Tanglewood II to pay contractors that are not vetted by Sentry.
8. Antoine will inform Bay Area Insurance to renew the D & O insurance Policy
9. The Board needs to decide whether to repave the AH parking lot or repair 2 areas and seal coat.
10. Wes to sign Weir Mosquito contract
11. Board to setup Community Meeting

Adjournment: Wes made a motion to adjourn the meeting and the motion was severally seconded. The motion was unanimously carried. The meeting ended at 8:45 p.m.

Respectfully Submitted,
Bruce Kittinger, Secretary
3/22/2026