

SPECIAL MEETING – EXECUTIVE COUNCIL – OCTOBER 6, 2005

The meeting was held in the community conference room of WSFS Bank.

Members in attendance:

Richard Maly	Eileen Franco	Harry Jenkins
Laurie van Rooten	Ken Fuchs	Tim Webster

Richard Maly welcomed Mayor Robert Mooney to our meeting. The Mayor addressed the Executive Council to discuss how we may be able to work together to help residents of Barclay Farms resolve some of their outstanding construction issues.

A checklist, based on the Town's recently passed Ordinance 63 dealing with the inspection of manufactured homes, is being prepared. This checklist will be a tool used by the Town's inspectors.

A suggestion was made that the Town amend their Certificate of Occupancy to include a copy of the checklist and that both documents be delivered to the homeowner.

HUD inspects all manufactured homes prior to their leaving the factory. The authority of the Town's inspectors is limited to what is covered in Ordinance 63. The Town cannot be the sole representative for the homeowner unless the law allows. Each homeowner needs to bring any complaint to the proper agency/authority in order to try to have that complaint resolved. For example, if the plumbing or electric has passed inspection by the County and the Town inspector, during his inspection, finds something dangerous to the homeowner, Mayor Mooney feels the Town has a responsibility to alert the homeowner in order that the homeowner can contact the proper County agency to report the problem. However, the responsibility of the Town ends at that notification.

Richard Maly pointed out that according to our Letter of Incorporation and By-Laws, the purpose of the BFHCA is not to be an advocate for an individual homeowner. Each homeowner has a level of responsibility to handle his/her own issues. However, we can work to educate all homeowners on which agency/authority should be contacted for their particular complaint. The BFHCA should be a source of direction to the homeowner, not a solution.

The Construction Committee put together a list of problem areas to look for in the one-year warranty process. However, the list does not suggest how the problems can be remedied. It may be possible to begin with this list and expand it to include who should be contacted to correct a problem, i.e., Ritz Craft, Barclay Farms, Kent County, Town of Camden, etc.

New Business

Richard Maly suggested that we think about increasing the number of general meetings that are held each year. It appears that there is a need at this time to allow members to bring their concerns to the attention of the Executive Council.

Laurie van Rooten made a motion to hold a general meeting of the BFHCA every other month and an Executive Council meeting every month. The Executive Council meeting that is held in the same month as the general meeting will be held earlier on the same day as the general meeting. Tim Webster seconded the motion. A short discussion was held and Laurie van Rooten amended the motion to add that in the event it is deemed unnecessary to have a general or an Executive Council meeting, the President can cancel either one or both with two (2) weeks notice being given for the cancellation. Ken Fuchs seconded the motion. The motion was unanimously approved.

A date of November 2, 2005 was set for the next Executive Council and general meetings. The Executive Council will meet at 2:00 pm and the general meeting will begin at 3:00 pm. Richard Maly will reserve the Kent County Office Building for both meetings.

The insurance committee, prior to disbanding, recommended that the Executive Council follow up on the need for Director's insurance for the Executive Council members. Ken Fuchs volunteered to handle this matter and will report at the next meeting.

Richard Maly recommended that as future committees are established, one of the Executive Council members should be appointed to work with a committee to handle any procedural or other questions the committee members may have about their duties.

A motion was made, seconded and unanimously approved to accept the minutes of the general meeting held September 29, 2005.

A motion was made, seconded and unanimously approved to adjourn the meeting.

Respectfully submitted

Eileen Franco
Secretary