

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, May 22, 2018 at 6:30 PM
 Messiah Village, The Martin Conference Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Gina DiStefano	2019	X	A	X								
Robert Grohman	2019	X	A	A								
Bryan Simmons	2019	X	X	X								
Gregory Bowden	2020	X	X	A								
John Burleson	2020	X	X	X								
Marie Yagel	2020	X	X	X								
Meg Kelly	2021	X	X	X								
Jill McCabe	2021	X	X	X								
Bernadette Thompson	2021	X	X	A								

X = Present, A = Absent, V = Vacant seat

Also in attendance: Lori Glumac, homeowner and Joann Davis, Manager

1. Call to order: Meeting called to order by B. Simmons at 6:33 PM.

2. Homeowner concerns:

Lori Glumac, 815 Allenview Drive

Ms. Glumac submitted an ACC request along with 813 Allenview Drive to plant a tree on common property. When the building replaced their rear fence, two trees had to be removed. The homeowners submitted a request to plant one tree in the common area. It is a small, native tree. Four of the five homes in the building agreed; one was not able to be reached. The shade provided by the tree would add value. The tree was chosen based on an article in The Patriot News about the ten best native trees to plant.

The Board agrees to discuss the request. The ACC unanimously decided not to approve the request. One concerns is the tree spread can go to 25 feet and where it is proposed to be planted there is only 28 feet available. There is concern with it interfering with mowing and ongoing maintenance. G. DiStefano stated that trees need to be planted again because it is something that has been discussed for some time. The Board agrees it is a nice tree. There is discussion on having Cumberland Valley Tree Service come out to assess the area and give recommendations, which everyone things is a good idea.

The ACC motions to deny the request, J. Burleson seconds, the motion passes with all in favor. The maintenance committee will contact Cumberland Valley Tree Service and work with Ms. Glumac to meet and take a look at the area.

Lori Glumac left the meeting.

Gina DiStefano, 700 Allenview Drive

Ms. DiStefano stated there is a dead rose bush across from her home in the common area that needs to be removed. Shopes will be asked to remove and replace the bush.

3. Pool report – M. Kelly

- a. Aqua Specialists filled the pool. Due to the rainfall, the water level was getting high and M. Kelly turned it off. Aqua Specialists will be putting a pump on the top step of the pool to take it down to the appropriate level.

- b. It was reported the main water cap at the sidewalk near the pool is off. M. Kelly is going to contact Suez about fixing it.
- c. The pools have been painted and power washing will also be done at no extra cost.
- d. There are ten lifeguards on staff. M. Kelly is working to have them all complete the necessary paperwork.
- e. M. Kelly met with the guards one and will meet with them again to continue cleaning and prepping for the season.
- f. Swimsuits were distributed, but additional ones had to be ordered; they have not yet arrived.
- g. M. Kelly will work to have the soda machine removed. There was discussion on having a cooler with soda for sale, but the consensus was it is not a good idea because it distracts the guards.
- h. A lifeguard that has to travel approximately 20 minutes asked for a higher pay rate. The Board did not agree to that request.

4. Approval of minutes from the April meeting: Motion to approve the minutes by M. Kelly, M. Yagel seconds, motion passes with one abstention from G. DiStefano, who was not present at the April meeting.

5. President's Report – B. Simmons

- a. A judgment was received for over \$9,000 for outstanding dues and fees.

6. Treasurer's Report – J. Burleson

- a. The monthly financial statement was reviewed. J. Burleson stated financially, the HOA is on solid footing. He was unable to meet with Lois this past month but will look to schedule an appointment with her this upcoming month to discuss various issues including payment with automatic debiting.

7. Committee Reports

- a. Architectural Control – J. McCabe

- i. ACC requests

- 1) 630 Allenvue Drive submitted a request to remove and replace shrubs and a dead pine tree. ACC motions to approve, G. DiStefano seconds, motion passes with all in favor.
 - 2) 2105 Foxfire Drive submitted a request to repaint or replace their shutters. ACC motions to approve, G. DiStefano seconds, motion passes with all in favor.
 - 3) 632 Allenvue Drive submitted a request to remove shrubs and put in plantings. ACC motions to approve, M. Yagel seconds, motion passes with all in favor.
 - 4) 336 Allenvue Drive submitted a request for a gutter and downspout replacement. ACC motions to approve, G. DiStefano seconds, motion passes with all in favor.
 - 5) 311 Elgin Circle submitted a request for a tree removal. ACC motions to approve, G. DiStefano seconds, motion passes with all in favor.
 - 6) 338 Allenvue submitted a request for a shrub removal and replacement of their front doo stoop. ACC motions to approve, M. Kelly seconds, motion passes with all in favor.
 - 7) 700 Allenvue Drive submitted a request for the placement of their propane tanks outside the fence with a wooden surround. There are currently two, 100-gallon propane tanks inside the fence on the patio. The request is to pull the tanks to the outside of the fence with a wood surround. It would not extend to the grass and would not go outside of the dirt where the shrubs are planted. The home is an end unit and would be similar to the end unit 712 Allenvue Drive, which has propane tanks outside of the fence. 526 Allenvue Drive is also an end unit with a single propane tank that was approved.

The ACC expressed concerns about safety, aesthetics, and regulations. After researching, J. McCabe stated there does not appear to be any safety issues with the proposed request.

The main concern is previous litigation with 700 Allenview Drive that lasted from 2002-2004. G. DiStefano moved into 700 Allenview in 2001. In 2002, she decided she would like to switch to propane heat because the original heat pump was failing. G. DiStefano reached out the Board President at that time and states she was told to secure permits from the Township. She was then told to submit an ACC request, which was done, but it was denied. G. DiStefano decided to put her tanks outside of the fence anyway; the HOA sued her and won. G. DiStefano had to return her tanks back inside the fence.

ACC expressed concern about changing the judgment and decision. Currently, in the townhome area, 4 units have large tanks with wood surrounds: 2 attached to the home (end units), 1 attached to the fence (end unit) and 1 on concrete patio behind home (middle unit). G. DiStefano stated at the time of the lawsuit there were twelve and the HOA sent letters to the homeowners requesting they enclose the tanks. A petition was started by homeowners against the litigation. G. DiStefano feels at this point she would like to move it out of the fenced area in order to have more space on the patio.

G. DiStefano exited the room.

The Board continued discussion of the request. It was determined the lawsuit occurred because at the time, the homeowner did not follow the appropriate process.

ACC motions to approve the request, M. Yagel seconds, the motion passes with all in favor.

G. DiStefano rejoins the meeting.

- ii. ACC concerns
 - 1) Letters were sent to the following for proper storage of trash/recycling containers: 705, 707, 836, and 838 Allenview Drive.
 - 2) A letter was sent to 802 Allenview Drive for bags of mulch and plastic in side yard since last fall.
 - 3) 450 Allenview Drive was contacted about uncovered trash that was blowing and littering the area on trash day. The homeowner will take care of the problem.
- iii. Other
 - 1) It was brought to the Board's attention a security camera was installed on a home that did not submit an ACC request. Since it is an exterior change, the Board will send a letter asking that an ACC request be submitted for the change.
 - 2) There was discussion about a tree on common property behind 914 Allenview Drive that seems to be leaning. Shopes thought it was okay, but Cumberland Valley Tree Service will be asked to look at it to assess.
- b. Recreation – G. DiStefano
 - i. The ads have been placed for the yard sale on 6/2.
 - ii. G. DiStefano will look into the Senators game for the HOA. There are concerns with the ticketing and possible cost that would need to be put out.
- c. Nominating – none
- d. Audit – M. Yagel
 - i. J. Burleson talked with McKonly & Asbury about doing an audit and the approximate cost would be about \$5,000. They also gave the name of someone else for J. Burleson to reach out to.

Kostukovich could not do the audit, but J. Burleson will talk with them about what it might look like. M. Yagel feels it is not that much of a cost in order to provide transparency.

- e. Budget – none
- f. Maintenance – B. Simmons
 - i. Not all of the equipment has arrived yet for the playground. Rather than start and then have to wait, B. Simmons requested they start once all the equipment arrives. That should be soon.
 - ii. Lawncare concerns – J. Burleson
 - 1) A homeowner emailed stated trimming around sidewalks and lampposts are down to the dirt and the mowing continues to be poor; no trimming was done behind the fenced area of the townhome.
 - 2) A homeowner had emailed with an update regarding grass clippings in landscaped area; large amounts of clippings continue to be put into mulched area and there's too much to mix in with the mulch.
 - 3) J. Burleson is in constant contact with Shopes and continues to welcome feedback from homeowners. With the amount of rain we have had, there are going to be a lot of grass clippings. J. Burleson wants to make sure there is constant communication. J. Burleson did request that Shopes not communicate via Facebook, but rather reach out to him directly.
- g. Publicity – M. Kelly
 - i. A draft of the summer edition of the Allen Views was presented for the Board to review and provide feedback.
 - ii. J. McCabe asked about providing updates in the Allen Views regarding ACC requests that are submitted and the Board thought that was a good idea.

8. Manager's Report – J. Davis

- a. Resale certificates were prepared for 811, 770, and 706 Allenvue Drive. The resale certificate fee was paid for 609 Allenvue Drive.
- b. The 946-960 building is continuing to work on choosing a contractor. Three homeowners have reached out to give their choice. Other homeowners are still looking through proposals received and making a decision. The Board is giving homeowners a deadline of two weeks to make a decision and then after that, the majority votes given will determine the chosen contractor and the process will move forward.
- c. There was an issue with a townhome owner using tanbark for the area inside the privacy fence. A board member spoke with the homeowner who was unaware it could only be used for the front and side of the property. There was a reminder in the Spring edition of the Allen Views. There was discussion about leftover tanbark. J. Burleson will talk with Shopes about the amount dumped and see if it should be adjusted for next year. ACC would like to send reminders to homeowners to maintain their property and take advantage of the tanbark while it is available.
- d. A tenant reached out about a neighbor, also a renter, who has been parking very close to, right on, or sometimes over the line. The landlord was contacted back in April to see if the problem could be resolved. It is an ongoing issue. J. Davis will call the landlord again. A reminder will go in the Allen Views about being courteous when parking.
- e. J. McCabe stated that when the Board is contacted with concerns, the person will be made aware that the Board will discuss the concern at the next meeting. Homeowners are always welcome to attend the monthly meeting to bring their concern directly to the Board.

9. Meeting Adjourned: G. DiStefano motions to adjourn the meeting and go into Executive Session to discuss legal matters, J. Burleson seconds, motion passes with all in favor. Meeting adjourned at 9:01 PM on May 22, 2018.

Next Meeting: June 26, 2018 at 6:30 PM in the Martin Conference Room at Messiah Village

Submitted by: J. Davis