

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, August 25, 2020 at 6:30 PM
 Winding Hill Park, South

Board Member	Term	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.
Meg Kelly	2021	X	C	C	C	X	X	X					
Jill McCabe	2021	X	A	A	A	X	X	X					
Bernadette Thompson	2021	X	N	N	N	X	X	A					
Jacob Fogarty	2022	A	C	C	C	X	X	X					
Vacant	2022		E	E	E			V					
Bryan Simmons	2022	X	L	L	L	X	X	A					
John Burleson	2023	X	L	L	L	X	X	X					
Lewis Reagan	2023	X	E	E	E	A	X	X					
Marie Yagel	2023	X	D	D	D	X	X	X					
Kerri Roeder	2022	X				X	A						

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

Also in attendance: Joann Davis, administrative manager; homeowners Stephen Kline and Beth Leslie

1. Call to order: Meeting called to order by M. Yagel at 6:31 PM.

2. Homeowner concerns:

Stephen Kline, 846 Allenview

Mr. Kline received a letter about removing weeds at the front of his home. The weeds were not removed, so Mr. Kline was fined \$100 and given additional time to remove the weeds. Mr. Kline reached out to the Board by email and sent a photo asking where the weeds were located. The Board reviewed the photo and it was sent back with markings to show the weeds that were to be removed. The ACC checked and determined the weeds were removed.

L. Reagan motions to remove the \$100 fine since the weeds were removed, M. Kelly seconds, motion does not pass with the majority opposed. The \$100 fine will stand.

Mr. Kline brought up growth between 830 and 840 Allenview. The Board was not aware of it and will look into it. Mr. Kline asked how long trash and recycling containers may stay out after pickup; residents are given 24 hours to put the containers away.

Mr. Kline asked why the new governing documents propose switching dues from quarterly to monthly and the Board responded that most people prefer a monthly bill. Homeowners could still pay ahead if they would like to pay three months at a time.

Beth Leslie, 760 Allenview

Ms. Leslie is in attendance to hear the maintenance report.

3. Pool Manager Report – M. Kelly

- a. There is work that needs to be completed at the pool prior to closing by Aqua Specialists. The pool officially closes on September 7, 2020. Aqua Specialists would like to empty the pool and put the cover on September 17, 2020.
- b. The electrical inspection went well and was completed.
- c. The baby pool was closed for two days due to fecal contamination.

- d. The on-site pool registration worked well this year and is something M. Kelly would like to continue to do in the future.
- e. Future budget considerations would be a concrete slab for the smoking area, a bicycle rack, and the pavilion.
- f. J. Burleson asked if M. Kelly would provide at a future meeting the attendance numbers for each session at the pool this season.

4. Approval of minutes from the July meeting: Motion to approve the minutes by M. Kelly, J. Burleson seconds, motion passes with all in favor.

5. Updated C&Rs/By-laws – J. McCabe

- a. The attorney will give a date he is available for a meeting with homeowners to answer questions regarding the revised governing documents. A letter of notification will go out to homeowners. A link to a Google form will be on the website to collect any homeowner questions. Those will go to the attorney along with previously collected comments and questions.
- b. Mr. Kline asked why the proposed revised governing documents allow solar panels on single family homes, but not townhomes. Some townhomes have shared roofs and it is too complicated to include solar panels.

6. President's Report

- a. There were two civil action hearings scheduled for August. One was rescheduled to September 25, 2020.
- b. 932 Allenvue was scheduled to be sold at Sheriff's sale on August 5, 2020, but it was postponed.
- c. B. Thompson is requesting a leave of absence for personal reasons. J. McCabe motions to approve the leave of absence, M. Kelly seconds, motion passes with all in favor.
- d. A Secretary is needed to replace K. Roeder since she resigned from the Board of Directors. M. Kelly nominates J. Fogarty, J. McCabe seconds, motion passes with all in favor.

7. Treasurer's Report – J. Burleson

- a. The financials were reviewed. The receivables continue to show the progress made from collecting outstanding dues. There are major increases from an operation standpoint and this will remain higher since it is an aging, maturing community. Operating expenses have been planned and expected.

Mr. Kline asked about dues that are in arrears more than 90 days. J. Burleson stated about \$20,500.

8. Committee Reports

- a. Architectural Control – J. McCabe as liaison to the board
 - i. ACC requests
 - 1) 2114 Beacon submitted a request to remove an overgrown Beech tree, remove a pine shrub and transplant where an arborvitae will be removed, remove a juniper bush and transplant where an arborvitae will be removed, and remove a mugo pine and transplant wo where an arborvitae will be removed. The ACC recommends approval, M. Kelly seconds, motion passes with all in favor.
 - 2) 504 Allenvue submitted a request for a trellis and two plantings along their concrete patio. ACC recommends approval, J. Burleson seconds motion passes with all in favor.
 - 3) 746 Allenvue submitted a request to install a flagpole, re-paint the front door and shutters with the same color, and add dirt, mulch, stepping stones, plantings, and a bird bath in the back. ACC recommends approval, M. Kelly seconds, motion passes with all in favor

- 4) 314 Wister submitted a request to remove a large holly in front of the home and replace with a smaller bush. ACC recommends approval, J. Burleson seconds, motion passes with all in favor
 - 5) 2305 Foxfire Circle submitted a request to install an in-ground pool. Plans were submitted for the pool and they have over 3 acres in property. ACC recommends approval, M. Kelly seconds, motion passes with all in favor.
 - 6) 916 Allenview submitted a request to remove a tree at the side of the home that is rubbing against the house and interfering with the HVAC system. ACC recommends approval, J. Fogarty seconds, motion passes with all in favor.
- ii. ACC concerns
- 1) Summer walk throughs were completed and ACC will follow-up on rechecks.
 - a. Fines were issued to three homes for noncompliance.
 - b. 930 Allenview reached out to the Board after removing weeds and trimming shrubs as requested in an ACC letter they received. However, the homeowners are storing a trash and recycling container at the side of the home due to snakes in the back. After discussion, the Board decided the trash and recycling containers must be stored in the back, but there will be further discussion to look at alternatives
 - 2) 330 Wister was sent a letter requesting a plan to fix the rear deck. However, J. Davis sent it to the incorrect address. The dates were adjusted and the letter was resent to the correct address.
 - 3) 309 Allenview was sold on August 18, 2020. The sellers left a large amount of trash along the curb. Republic Services was contacted and some of the trash was removed, but a large amount remains. The board discussed the situation, which now becomes the responsibility of the new homeowner. J. Davis will draft a letter for the board to review, notifying the new homeowners of the situation and the need for the items to be removed.
 - 4) 460 Allenview received a letter for white plastic, possibly a pool, that was left on common ground. A second letter was sent with a \$100 fine when the plastic was not removed within the given timeframe. The homeowner was also notified that due to the high temperatures and the plastic not being removed, if the grass was damaged the landscapers would fix the area and the homeowner would be billed for the cost. The plastic was removed, but it resulted in the grass being burned. The homeowner did call and ask for a waiver of the fine. A photo was emailed to the homeowner to show the area of grass that was damaged. J. Burleson is waiting on an estimate from Four Seasons to repair the grass. J. McCabe motions to uphold the fine of \$100, J. Burleson seconds, motion passes with all in favor.
- iii. Other
- 1) An ACC Chairperson was not elected. J. McCabe will act as a liaison to the Board for ACC. There are currently only four committee members. As requests come in, J. Davis sends a copy to ACC members. They will reach out to J. Davis if more information is needed. The committee will continue to meet monthly. However, the walk-throughs are very labor intensive and looking at 291 homes is too much for a committee of four. In the past, the handyman helped by taking photos and bringing items to the attention of the ACC by regularly checking the neighborhood. The committee agrees that is needed again.
 - 2) The ACC did discuss trash can storage and also unmarked trash cans that are left out. The new governing documents would require numbers on trash and recycling containers. The storage of trash and recycling containers has been a topic of discussion for some time. The Board decided to discuss it further at the September meeting.

- 3) Mr. Kline asked if rain barrels were allowed. They are allowed in the back, but not the front.

Mr. Kline left the meeting.

- b. Recreation – M. Kelly
 - i. There was discussion on having a neighborhood Halloween parade. The recreation committee will look into this idea.
- c. Nominating – L. Reagan
 - i. L. Reagan talked with some homeowners about joining the Board. He is also working to get people to help with ACC.
- d. Audit – no report
- e. Budget – no report
- f. Maintenance – B. Simmons
 - i. Lawncare update – J. Burleson
 - 1) A homeowner expressed concern about the holding pond near Hertzler Road. The homeowner observed trash being thrown in the pond. There will be a statement in the newsletter about not polluting the holding pond. Four Seasons has taken care of getting the pond cleaned up. The homeowner observed someone throwing clippings in the pond after it was cleaned up and tried to speak to the person, but the person ran off. Four Seasons is aware this is now their responsibility. They will do the holding ponds on a more frequent basis. The cattails are okay, but the debris being thrown in by people is an issue. The handyman will need to take care of removing the trash.
 - ii. Tree care update
 - 1) The maintenance committee needs to get together to review the proposals received.
 - iii. Paving and sealing
 - 1) There is a sealing project scheduled for September 2nd with a rain date of the 9th for the 616-630 lot. It will impact three buildings, 616-656. All residents and the post office were notified. Trash and recycling pickup will not be impacted, but they were made aware.
 - 2) B. Leslie lives at 760 Allenvue and her lot area had a full-depth re-pave done. She shared how the curbing was removed and replaced. It is a concern because it sitting on top of the blacktop and will be hit by snow plows. It was not returned to its previous condition and needs to be corrected. B. Leslie will take photos to share with the Board. B. Leslie feels the curbing should not have been disturbed and it creates a potential problem for snow removal and therefore needs to be fixed.

Ms. Leslie left the meeting.

- g. Publicity – M. Yagel
 - i. M. Yagel and B. Thompson would like to get the newsletter out by the end of September. L. Reagan asked for information to be put in about needing committee volunteers and a board member.
 - ii. Republic Services gave the okay to send out a link and see if any homeowners need a recycling container. The link will be in the newsletter and on the website. J. Davis will submit the responses to Republic.

9. Manager's Report – J. Davis

- a. Resale certificates were done for 774, 309, and 524 Allenvue.
- b. Homeowners with outstanding balances were notified so that they were aware of what they owe before the September quarterly invoice posts. Those with a balance over \$500.00 received notification via certified mail.
- c. A homeowner reported a rusted pedestal box near 336/338 Allenvue Drive. Comcast confirmed it is for a telephone line and not their box. Verizon was contacted and a technician was to look at the pedestal.

J. Davis checked the repair ticket number online and it was marked closed. J. McCabe checked the pedestal and it remains the same. J. Davis will reach out to Verizon again.

- d. Clarification is needed on allowed number of days for storage for PODs and dumpsters. After discussion the Board agrees that one week is an acceptable amount of time.

10. Meeting Adjourned: J. McCabe motions to adjourn the meeting and enter into executive session, J. Burleson seconds, motion passes with all in favor. Meeting adjourned at 8:00 PM on August 25, 2020.

Next Meeting: September 22, 2020 at 6:30 PM with location TBD