

Annual Meeting Minutes  
Ashcombe Farms Dover HOA  
October 25, 2018

The Annual Meeting for the Ashcombe Farms Dover HOA was held on Thursday, October 25, 2018, at the YMCA on Palomino Road. The Annual Meeting began at 7:42 p.m.

1. The Executive Board President called the meeting to order.
2. The Executive Board Secretary confirmed there was indeed a quorum and confirmed accuracy of proxies.
3. Secretary summarized the minutes from the last annual meeting in December 2017. Secretary's Report was approved by general consensus.
4. The HOA Bookkeeper led a short discussion on the proposed 2018 budget, and answered several questions regarding budget items.
  - a. Board President Rich Farr noted that the 2019 Budget was presented differently this year, in order to give the community a greater perspective of information.
  - b. Mr. Bowman first discussed the Balance Sheet, which is the current summary of the HOA's financial standing as of 9/30/18. The HOA is in good shape.
    - i. Judy Jackson pointed out that the Board's goal is to raise the balance in the Capital Reserve account to at least \$75,000. Rich Farr concurred.
    - ii. The CD that the Board directed Mr. Bowman to purchase is currently accruing interest.
    - iii. The Capital Reserve account is funded by the fees generated by home sales (resale certificates and initiation fees), and proceeds for several more home sales are still expected this calendar year.
    - iv. The General Account is fueled by the Annual Fees. Mr. Bowman made it a point to state that the current Annual Fee of \$240 is the bare minimum at which the HOA can continue to operate at, as it does not leave the HOA a lot of financial cushion for big expenses. It barely covers the standard operating expenses for the year. Rich Farr agreed with Mr. Bowman's assessment of the reality of the HOA's Annual Fee. Several Board Members commented that it had been a number of years since the Fee had been raised.
    - v. The Townhome Account, funded by the Quarterly Fees, is doing extremely well, and required no changes.
    - vi. Mr. Bowman reviewed a short list of changes for the budget, mostly regarding General Account expenses/adjustments. The current Quarterly Fee for the Townhomes will remain the same. It is the General Account that may have to reflect larger changes in the future.
  - c. The floor was opened for questions regarding the budget.
    - i. Question: With \$83,000 in the Townhome account, why can't we use that for snow removal?
      1. Rich Farr: We can use this money for Townhome snow removal, but we also have to pay for the common area sidewalk snow removal, which needs to come from the General Account. We can only use Townhome money for Townhome expenses. The big snow three years ago cost us \$40,000 for removal.
      2. Eric Saindon: We also still have lawn care expenses coming in.

- d. Motion to approve the 2019 Budget by Bill Paules. Seconded by Veronica Saindon. Motion carried unanimously.
5. 2019 Beautification Project: Discussion on Medallion and Shutter painting project, as outlined in Fall/Winter Newsletter.
  - a. Board Vice President Fred King explained that there will be three colors available to the Townhomes, red, green, and blue. The Board will provide a color code for each paint color. Spangler's Hardware right in Dover will know which color it is once people explain they are from our HOA and will provide the right color. Lowe's will mix it by color code. Gallons will run \$30–42, but it should not require more than a quart for the medallions. Rich Farr explained that the Board is aware the Medallions are often shared, so this is an opportunity for neighbors to work together.
  - b. Question: Could we contract with one contractor to do all the work and split the billing?
    - i. Rich Farr explained that it had already been discussed. The HOA has a liability issue.
    - ii. Lot owner suggested that it didn't make sense for each one owner to do the work independently, when working together would cut costs.
    - iii. Judy Jackson suggested that the lot owners could discuss and share information among themselves, but the HOA cannot recommend any specific contractor for this project due to liability issues. Rich further elaborated that he could recommend personally, but not as a representative of the Board.
  - c. Question: If I have blue, I can't change?
    - i. No, the color must stay the same.
  - d. Question: What about beige trim?
    - i. Rich Farr said fading trim hasn't been brought to Board attention, but if you see it, please feel free to address it.
  - e. Question: When does this become a noncompliance issue?
    - i. Secretary stated noncompliance will begin January 1, 2020.
  - f. Question: When will paint colors be available to us?
    - i. Fred King advised that colors will be chosen shortly and the information would be available soon. It will be posted on our Facebook page and in the Spring Newsletter. Painting cannot commence until it's 50 degrees outside. It's not required that doors be painted, but they certainly can be.
  - g. Question: Do you just think the Board will be liable regarding recommendations for contractors, or will you check with your attorney?
    - i. Rich Farr explained that the Board has already consulted with its attorney, who says we are liable.
6. General Discussion:
  - a. Question: What about garage doors that are in disrepair and banged up?
    - i. Rich Farr advised that the lot owner email the HOA with the address. The regulations require that the property must be in good order.
    - ii. Eric Saindon concurred, as all exterior maintenance must be up to date.
  - b. Question: There is a dip in the road on Ashcombe Drive by Fox Run. It's bad.
    - i. Judy Jackson advised this is a township issue.
    - ii. Rich Farr reported that he has called this in to the Township twice, and he will call it in again.
    - iii. Lisa Tate asked if an individual could call the Township and complain to the township. Rich Farr assented, and advised that perhaps members of the community would help inform the township better that this is a real problem.

- c. Question: The walking trails are in terrible disrepair. Is there anything that could be done to make them easier to walk on?
  - i. Rich Farr agreed the trail is really washed out, and said the Board hopes to have that worked on before winter.
  - ii. Lisa Tate suggested using different stone on the trail, as the large stones the HOA has are not conducive to walking.
  - iii. Rich explained that the HOA still has a large quantity of that larger rock, as too much was ordered. He suggested using the larger rock as a base, with smaller stone on top, and said the Board should see if Burt from PLC could spread a layer before winter.
    - 1. Fred King agreed, saying the trail needs the larger rock to prevent washout.
    - 2. Lisa Tate stated that we need safety on the trail for liability reasons.
- d. Question: Overflow parking. We don't have enough.
  - i. Rich Farr agreed, and stated that there is a small hope that the smaller size of the new homes at the end of Deerfield will hopefully have less cars. But there has been an increase in the number of cars in the entire neighborhood.
  - ii. Lisa Tate stated that she thinks it's time for more options for overflow parking.
  - iii. Eric Saindon asked if the green space islands on Deerfield can be removed for more parking. Rich explained that the green space is required by the Community Plan approved by the Township, and we can only have so much impervious space in the community according to the Township. If the greenspace is removed, we might only be able to put down gravel for parking in order to preserve the storm water retention that the grass there provides.
  - iv. Comment from lot owner: Some Single-Family home owners are parking in the Townhome overflow lots.
    - 1. Judy Jackson explained that this is allowed. Anyone living within the community is allowed to park in our overflow lots.
    - 2. Rich confirmed that community guests are allowed to park there, as well.
  - v. Fred King noted that there is also the possibility of petitioning the Township to create one-way streets, but this may not be the perfect solution.
  - vi. Comment from lot owner: People are speeding down Deerfield. A child will get hurt when walking or playing. We need a speed limit sign.
    - 1. Rich said we can request one from the Township.
    - 2. Lisa asked if it was possible to make one side or the other of Deerfield a no-parking zone.
    - 3. Eric asked if it was possible to get the Township to meet with the Board.
    - 4. Rich stated the Board could send a letter and try to set a meeting up.
- e. Question: Snow removal. That curve is a sore spot. It wasn't cleared last year.
  - i. Rich explained that he spoke with the snow removal company last year, and informed them that they must pick up the snow and put it in the lawns and on the islands.
  - ii. Comment: Firetrucks cannot get through Deerfield with parking the way it is.
    - 1. Rich agreed, and stated that concern would be added to the letter to the Township.
- f. Question: I've parked on the island in order to get to my father's home. Will you really tow me?

- i. Rich Farr stated that, yes, could the HOA get a towing company to work with the Board, we will tow vehicles parked there. The Township says that's lawn, and parking on lawns is illegal. Street parking in the community is legal throughout.
  - ii. Lisa Tate advised that there are several possible parking spots at the end of Ashcombe Drive near Rich's home, but the biggest problem is that the street is dark there. She suggested installing a street light there.
    - 1. Eric Saindon pointed out that all electrical would have to be buried.
  - iii. Rich advised the residents that, if they have suggestions, they should email the Secretary.
  - g. Question: There's really no way to regulate the amount of cars per house?
    - i. Lisa Tate stated that the Board really needs to look into doing that.
    - ii. Rich Farr said that he will ask the Township folks and see if it's even possible. The streets in the community are public and serviced by the Township.
  - h. Question: People do not know what the PennDOT sign advising them to drive to the right of the islands, and they zip down Deerfield the wrong way.
    - i. This is, unfortunately, not something the Board can fix.
  - i. Question: It would be helpful if Mr. Bowman sent printed return envelopes with the invoices.
    - i. Dennis Bowman explained that it would be an extra \$50–100 in office supplies per year to do that.
    - ii. Judy Jackson suggested that Dennis explore just how much it would cost before the next Board meeting, and report back to the Board.
7. Meeting adjourned at 8:33 p.m.

Respectfully submitted,

Joy Henley, Executive Board Secretary  
Ashcombe Farms Dover HOA