

Village of Princeton Homeowners Association
Council Meeting
May 14, 2020

I. The meeting was called to order at 9:05 am by Doug Sizelove, President. Attending were Council members Norm Ricker, Tom McGinn, Dick Linden and Jeff Smith. Also attending were Karen Mulvey, Landscape Chair, Sandy LeDuc and Janet Burgess and Caroline DeCray, CSK Management. The meeting was conducted via Zoom due to COVID-19 restrictions.

II. Norm Ricker moved that the minutes of the April 29, 2020 Council Meeting be approved. Jeff Smith seconded the motion. It passed unanimously.

III. President's Report

As of May 7, cases of COVID-19 reported in Hershey's Mill remains at two.

Opening of the pool must wait until all COVID-19 restrictions are lifted. The Board of Directors met with the pool manager, and plans are in place to accomplish all preparatory actions so the opening will be as early as safely possible.

Work has resumed on the Community Center elevator. It is expected that all work will be completed by the end of June.

IV. Committee Reports

A. Financial

Monthly financial data for April was distributed electronically during the meeting.

B. Landscape

Karen Mulvey reported that effort has continued to assess and obtain estimates for several drainage problems requiring remediation. Karen will develop a prioritized list and present it to the Council for approval.

Approximately 14 trees have been identified for removal by AC Tree Service. Hershey's Mill Landscape Division has recommended that several more inside the fence along Greenhill Road be removed. The Council decided not to ask HMLD to assess trees in our other forest fragments at this time. The Council believes it has performed the due diligence regarding

dead/dangerous trees to satisfy insurance concerns. There is \$10,000.00 in our Reserve budget for this work.

Karen presented a list of requirements that she plans to add to the Dooley-Pyne contract next year. Requirements include weeding mulching, and trimming of shrubs. The additional cost is approximately \$27,000, which will be addressed during development of next year's budget.

Karen provided data on expenses to date and planned expenditures.

C. Maintenance

Norm Ricker had no significant activity to report. However, minor repair work should increase now that some restrictions have been lifted for contractors.

D. Architectural Compliance

Dick Linden had no ARFs to report since the last meeting.

Dick reported cleaning one gutter on the front of 1186. He requested that a reminder be sent to residents that he will clean those overflowing gutters he is able to reach safely on the Village ladder. He also requested that overflowing gutters be reported to Doug Sizelove, who will then pass the information to Dick. An appropriate reminder will be placed in the Village Newsletter. Dick will keep a log of those gutters he cleans to inform future decisions regarding frequency of Village-wide cleanings. Plans had called for three gutter cleanings this year (two in the spring, one in the fall), and now a second fall cleaning is under consideration.

Dick reported that bulk mulch is available from HMLD for those homeowners who are willing to do the spreading themselves.

V. Resident Business

To date, efforts to collect HOA fees substantially in arrears from two residents have been unsuccessful. Due to the economic impacts of COVID-19, the Council has limited options in terms of taking further action at this time. Once restrictions are lifted, the Council will assess the options available.

Mail in ballots were sent to all 69 homes in the Village for the election of three Council members. 48 ballots were returned, fulfilling quorum requirements. Incumbents Norm Ricker (Vice President), Dick Linden (Secretary), and Jeff Smith (Member At-Large) were reelected.

VI. Old Business

None

VII. New Business

Norm Ricker presented an analysis of our Reserve Study. The Reserve Study is a rolling seven year projection of major expenditures, which includes projects such as paving of roads, painting of buildings, replacement of roofs, and replacement of gutters/downspouts. Currently, over 25% of collected fees is placed in the Reserve Fund to pay for these projects when they must be accomplished. Norm's analysis concluded that the amount placed in the Reserve Fund is more than adequate to fund future projects. The Council will consider using some reserve funds to accomplish additional needed projects. Projects being considered are solving all known drainage problems, removal of marginal trees not on our current list, and Village-wide replacement of failing chimney caps. The Council approved hiring a contractor to survey all chimney caps and identify those that need stainless steel replacements.

VIII. Discussion Items

None

IX. Information Items

- A. Owner Balances
- B. Miscellaneous Correspondence
- C. Work Order Log
- D. Security Log

X. The meeting was adjourned at 10:15 am. The next Council meeting will be held on June 24, 2020 at 9:00 am via Zoom.