

Village of Princeton Homeowners Association  
Council Meeting  
September 9, 2020

I. The meeting was called to order at 9:00 am by Doug Sizelove, President. Attending were Council members Norm Ricker, Tom McGinn, Dick Linden and Jeff Smith. Also attending were Sandy LeDuc Acting Landscape Chair and Janet Burgess and Caroline DeCray, CSK Management. The meeting was conducted via Zoom due to COVID-19 restrictions.

II. Tom McGinn moved that the minutes of the June 24, 2020 Council Meeting and the minutes of the July 14, 2020 Special Council Meeting be approved. Dick Linden seconded the motion. It passed unanimously.

III. President's Report

Master Association members were reminded by HM Security to have alarm panels reprogrammed and tested. Since panels in Princeton Village have a failure rate of less than 1%, the Council decided to defer this project until next year. Companies that perform this work are scheduled through the end of the year, making next year the earliest possible time for completion. On a related matter with HM Security, the Council decided to move forward with testing of all front door locks to determine if they are operable with Security's master keys.

The Master Association Board President is in discussions with PECO regarding the frequent, and in some cases long, power outages we have experienced this year. All outages have been caused by problems outside HM, and he is exploring the possibility of rerouting to improve our reliability.

The Board Finance Committee reported that the fee assessed villages is estimated to increase by \$4.42 per unit per month. This number is not firm, with the exact amount to be distributed by the end of the month.

The Security vehicle was involved in an accident, off site, while getting air in a soft tire. Another driver cut in front of the Security Officer resulting in total loss of our vehicle. Our officer was unhurt, and the other driver's insurance covered our loss.

#### IV. Committee Reports

##### A. Financial

Tom McGinn reported that currently Landscape appears to be over budget, but this is caused by the billing and payment schedule. This is expected to resolve itself by the end of the year.

The recent audit report was discussed. Questions will be raised directly with the auditor.

##### B. Landscape

Sandy LeDuc distributed a very comprehensive comparative analysis of the services and pricing provided by our current contractor, Dooley-Pyne, and Hershey's Mill Landscape Division. She also reported on her on-site inspections of villages serviced by HMLD and her discussions with presidents and landscape chairs of those villages. She recommended to the Council that we change our landscape contractor to HMLD at the end of this year. Her recommendation was approved by all Council members

Sandy provided information supporting the 2021 budget request for landscaping. That information will be evaluated when the entire budget for 2021 is developed later this month or in early October.

The Council unanimously agreed to change Sandy's title from Acting Landscape Chair to Landscape Chair.

##### C. Maintenance

Norm Ricker reported that in addition to the concrete steps at 1222 completed last year, the contractor completed those at 1207/1208, 1213, 1225, 1227, and 1228 this year. The remainder of the railroad tie steps will be replaced next year.

All chimney caps were inspected, with three (1202, 1206, and 1236) requiring immediate replacement. That work has been done. There remain 48 caps that have not yet been replaced. Norm recommended that approximately \$32,400 of Reserve funds be used to complete this project this year. The full Council approved.

In order to alleviate the problem of water flowing down the roadway from 1199 into the grounds of 1243, the installation of a "hump" was proposed across the road from 1139 to 1243. Its purpose is to divert the water flowing down the hill into the catch basin near

Chandler Drive. Norm and CSK solicited three proposals, the lowest of which was from Delaware Valley Paving for \$2800. The Council approved this expenditure subject to Norm's reconciling some specification differences between proposals.

Norm and CSK also solicited proposals for repainting of parking space lines and the lane divider stripes at the 1175,1199, 1200 intersection. DV Paving was again the low bidder, and the Council approved spending \$950 for this work.

A proposal has been requested from LB Home Improvements (our regular roofing contractor) for larger downspouts (double the size) as a part of a solution to our gutter clogging problems.

Norm and Dick Linden have made an inspection of trash/recycle compartment doors, finding that many are problematic. Norm anticipates that replacements (and perhaps for storage compartments) will be paid for with Reserve funds and installed in 2021-2022.

#### D. Architectural Compliance

Dick Linden reported to the Council that many residents fail to submit an Architectural Request Form prior to starting their projects, despite repeated reminders. He explained that he is available to review early plans and provide advice. Doing so will eliminate most problems in gaining the final approval. Dick's decisions on ARF approvals are guided by whether or not the project looks like the original 1990's design.

The following ARFs were approved since the June Council Meeting:

- 1207 Deck extension and shadow box privacy wall
- 1213 Replacement of 3 skylights
- 1205 Deck staining/painting
- 1222 Front entry keypad and lock
- 1204 Front entry keypad and lock
- 1176 Front entry stoop slate replacement
- 1236 Painting temporary front ramp
- 1219 Front entry light replacement
- 1195 Front entry light replacement
- 1195 New deck surface (Trex)
- 1195 Granite stepping stones
- 1195 Wood borders for river rock, concrete pads under deck

Dick is available to clean first story clogged gutters he can reach safely.

V. Resident Business

Some of the steps needed to correct drainage problem at 1243 have been accomplished.

VI. Old Business

CSK provided documentation on quotes for elbows/downspouts and line painting.

VII. New Business

CSK provided a quote for repair of a sagging asphalt walkway at 1241 which has a handicap ramp. CSK was directed to have the repair made.

VIII. Discussion Items

The annual budget meeting is scheduled for November 19, 2020. Given the current COVID concerns and the unavailability of any meeting room large enough to accommodate a social distanced meeting, the Council decided to satisfy the requirements by mailing information to residents.

IX. Information Items

A. Owner Balances

One resident still remains significantly in arrears on HOA fees. Previously, this matter was turned over to an attorney.

B. Miscellaneous Correspondence

C. Work Order Log

D. Security Log

X. The meeting was adjourned at 10:30 am. The next Council meeting will be held on October 22, 2020 at 9:00 am.