

# Village of Princeton Homeowner's Association Executive Council Meeting

Wednesday, May 22, 2024  
Ardmore Room  
9:00 AM

I. The meeting was called to order at 9:05 am by Jeff Taylor, President. Attending were Council members Jeff Smith, Dick Linden, and Rod Lukens. Also attending were Janet Burgess (virtual) and Caroline DeCray, CSK Management. Sandy LeDuc (absent met with Jeff on April 23) The meeting was held in the Ardmore Room.

II. Dick Linden made a motion to approve the Minutes of the Princeton Village Business Meeting held on May 3<sup>rd</sup>. 2024. The motion was seconded by Jeff Smith. The Minutes were approved. Jeff Smith made a motion to approve the Minutes of the Council meeting held April 24<sup>th</sup>. 2024. The motion was seconded by Dick Linden. The Minutes were approved.

### III. President's Report:

Jeff Taylor started the meeting reviewing items left open from the April meeting for clarity. Stucco work on #1210 will be posted as a capital expense. Request for clearing of downed trees behind #1192 was approved as a one-off event, a decision on future similar requests will be reviewed by landscaping. The uplighting guidelines were discussed and will be reviewed for approval at the June meeting. The deck doors repairs were also tabled for discussion in June.

Jeff presented the President's report. In his report, Jeff Taylor commented that overall things continue to go very well in Princeton Village. He continues to keep residents informed with Princeton Update messages.

- Rosanne is wrapping up the PV Directory update should be out in June.
- The May 3<sup>rd</sup> meeting had 61 people in attendance.
- Gave a status update on the village residents paint group. They are waiting for a report from the Sherman Williams area manager they met with, and the report is delayed till June.  
HMMA update all is well.
- The Yellow Dot + program was funded by the HMCTV Foundation so no PV or HMMA expense to HOA fees.
- YD+ is now in 1200 HM homes.
- Jeff has attended other village annual meetings announcing the YD+ program and shared insights from those meetings.

See the President's report below for details and additional items.

#### **IV. Committee Reports:**

##### **A. Financial**

Jeff Smith, Treasurer, reported that our year-to-date Administrative expenses are \$17,382 and below the budget of \$19,908. Maintenance year to date expenses are over budget \$5,000. No concerns as line items and amounts fluctuate due to posting dates.

Jeff also reported the Princeton Village Reserve Fund balance is \$225,693.

Jeff Smith, Dick Linden, and Rod Lukens, members of the Reserve Fund study subcommittee, have been gathering a large amount of information to begin populating the new Reserve Fund software.

See Treasurer's report below for details and additional items.

##### **B. Landscape (meeting on May 23 with Jeff and Sandy)**

Jeff updated Sandy on the previous day's council meeting. Requesting she follow up with #1192 tree issue. Revisions to the uprighting guidelines for next Council mtg. Jeff also shared some landscaping insights from the other village meetings he attended.

Sandy LeDuc reported that she held a landscaping committee meeting. Discussed was reorganizing, training, and guideline clarity.

Landscape activity has started in earnest with pruning, tree trimming and attention to smaller items to alert HMLD. With help from new resident Janet Blessing #1213, begin and develop a tracking record of HMLD performance.

See Landscape report below for details and additional items.

### **C. Maintenance**

Rod Lukens reported there are numerous seasonal requests about Carpenter Bees and damage. (Jeff sent out some information about how residents can help) Little can be done by maintenance or exterminator services. Repairs will be done as reported.

A long discussion was held about concerns for deck post conditions and resident safety. Rod and Dick will do inspections and define a reporting process method to PV homeowners.

Rob provided the council with many PV historical documents on costs and contracts of previous major PV projects. He also provided a painting proposal from Eagan for painting PV.

Maintenance projects are in peek season Rob will be doing his annual walk around in June

See Maintenance report below for details and additional items.

### **D. Architecture**

Dick Linden affirmed Rod would be his backup as needed while away. Discussion was held about several broken windows from lawnmowing throwing rocks/debris at #1212 and #1222. Alerted Sandy to discuss with HMLD.

Dick continues to update the PV architectural guidelines.

Discussion was held about the continued issue of low Wi-Fi coverage at #1185 and #1190. An external antenna is being tested

See Architecture report below for details and additional items.

V. Resident Business

VI. Old Business

VII. New Business

VIII. Discussion Items

IX. Adjournment

The meeting was adjourned at 10:15 am. The next regular Council meeting will be held on Wednesday, June 26, 2024, at 9:00 am in Ardmore Room.

## **President's Report May 2024**

Overall things continue to go very well in PV, special thanks to the council and committee volunteers.

- Great May 2 PV Annual Meeting. Est. 61 in attendance.
- Sent out PV Updates
- Group of interested residents about village painting colors. Met with Sherman Williams report yet to come.
- Rosie working on updating PV Directory

### **HMMA Report:**

- All going well in HM.
- HMMA roll out YD+ program to all villages started.
- 1200 homes have YD+ kits.
- Have attended 4 other village annual mtgs.

## **Treasurer's Report**

**Jeff Smith**

Our actual Administrative expenses through April were \$17,382, slightly below our budgeted figure of \$19,908. Our actual Maintenance expenses were \$66,613, \$5000 above our budget figure of \$61,604. As I explained last month, not all our line-item expenses have a budgeted figure every month so this small overage is not a concern.

The withdrawals from the reserve fund account are unchanged at \$29,858 since our last meeting on April 24<sup>th</sup>. Also, our income from Capital Contribution fees is unchanged at \$3850 since our April meeting. The balance in the Reserve Fund at the end of March is \$225,693, up \$11,643 from the end of March.

## **Landscape Report**

### **Sandy LeDuc**

I had a walk thru with Jerry Christy last Friday after a couple of reschedules.

We identified all of the Transformer boxes, what was to be removed permanently without replacement and what new shrubs needed to be planted to clean up gaps. We are including most of pruning to the spring pruning so it would be included in the contract and if all goes well, he will notify me when they'll be here so it can be managed.

I walked around separately to observe the back under-deck areas for signs of erosion problems. I'll discuss the results with Rod once I compile the list.

We'll be holding a committee meeting in the next couple of weeks.

## **Maintenance Report**

### **Rod Lukens**

Stucco replacement work at 1210 was completed.

Received a proposal from Egan for village-wide painting project: \$214,300

- a. Does not include wood replacement/repair, which is at LF prices.
- b. Includes garages and doors.
- c. Includes power washing, sanding, scraping, caulking, mildew cleaning.
- d. Painting to be done on a per building basis.

On 5/20/24, Dick Linden and I met with representatives of Archer Buchanan Architects and CKS Structures to review existing design and conditions of elevated deck support columns. CKS to provide a proposal for designing a footing replacement standard for future footing replacements that would be acceptable to East Goshen Twp. There are several instances where concrete patios have been installed and have encased existing column. These may require a separate design.

I have authorized Dave Lowe to paint the five lamp posts and fixtures in the Village. Cost is under \$500. Dave is also painting the chimney enclosure repairs at 1224. These two items are scheduled for Tuesday, May 28.

I discussed with Dave Lowe the cost to paint house window frames, which are owners' responsibility. Current cost is \$20/window for those at ground level. \$25/window for those requiring an extension ladder. His basic hourly rate is about \$60/hour. Dave mentioned they had a similar situation in Merrifield a couple of years ago when the village was painted. Since the windows are owner responsibility, some got them painted, some didn't.

Dick and I will be surveying all the deck supports after he returns from his upcoming trip.

I will be completing the annual maintenance walk-through in the next two weeks, and prioritizing needed repairs.

**Architecture Report**  
**Dick Linden**

**APPROVED**

1212 Replaced window with recycled unit (Leroy)

1211 Triple window bump out requires EGT permit (Leroy)

**NEW QUERIES**

1190 External WiFi Antenna for phone

**FOLLOW UP**

Deck post survey

Reserve study

Section 4 HOA architectural guideline revisions from June 2018