**HANOVER WOODS HOA**

**GENERAL MEETING MINUTES**

**DECEMBER 11, 2018**

**LOCATION:** New Hanover Township Recreation Center

2360 Hoffmansville Road, Frederick, PA 19435

President Rob called the meeting to order at 6:33 PM

BOARD MEMBERS PRESENT:

Rob Reid

Michael Germana

Joshua Reed

Ellen Renish – Management Company Representative

President Rob Reid welcomed the homeowners in attendance. The new Management Company ERA Continental Realty representative, Ellen Renish was introduced.

President reviewed the election process for Board members. Each elected Board member serves a 3 year maximum term. This allows for 1 member to come off each year as the original terms were staggered. There are no term limits allowing a member to be elected for an additional 3 year term if they so desire at the end of a term.

The new Board member, Josh Reed, was introduced. Josh explained desire to serve the Homeowners Association and provided some of his background. Josh hails from Central Pennsylvania and has experience with Real Estate Development from a family involvement in that area.

He also indicated that he is interested in exploring the ownership of the streets in the community as only the main Garnet Drive will be dedicated to the Township. He believes Marissa Lane and Jackie Drive should also be a part of the Township responsibility.

President Rob indicated that his term would be ending as of the termination of this meeting. He expressed his willingness to remain a source of information for the Board members moving forward. He has a strong understanding of the governing documents and all of the events concerning the community that have taken place up to this date including conversations and correspondence with the Township authorities and Developer as well.

President Rob called for any interest of the attending homeowners in serving on the Board of Directors. Bryan Nawrocki expressed interest in serving as a scribe at meetings, but not as an actual Board member at this time. The current Directors accepted the assistance from Bryan to provide his service and expertise.

An open forum completed the balance of the meeting. The following items were discussed:

1. Some of the homeowners stated that they did not believe there was adequate communication with everyone. Several indicated that they had not received physical notices of this meeting by mail. Management noted that the information was sent to homeowners by US mail, email and posted on the Hanover Woods website.
2. Discussion of using Facebook as a method of communication took place. It was determined that all ways of communicating possible should be utilized to reach all homeowners.
3. The official website is HANOVERWOODSHOA.COM
4. There was a question as to why we pay for hydrant maintenance. The sewer system is owned by New Hanover Township, however, must be paid for by the HOA. The Streets, except Garnet Drive, are owned by the Homeowners Association.
5. The snow removal proposal process was described by Mike Germana. The Board will interact with the contractor to address when they will be plowing, salting roads and common areas. Snow depth will be monitored and will not be authorized until 3-4”. A question was asked if the Developer was contacted for snow removal. The current Board has had conversations with the representative of the developer and they may use the same contractor for Garnet Drive. They did however, refuse to assist us in clearing Jackie and Marissa any longer. There was a question as to whether the new contractor would consider providing discounts to the homeowners to plow driveways for them. It was not discussed with the new contractor.
6. The 2019 Budget is balanced and there will not be any increase in the current fees. They will remain $190.00 per quarter through 2019. Coupons will be forwarded to all homeowners for the 2019 HOA dues.
7. A discussion took place surrounding the communication issues indicated. Using a portal for all account information, notifications, etc. was previously explored by Mike Germana. The cost was approximately $35,000.00 to develop and maintain, so it was not considered at that time. Members in attendance thought that it should be explored again for consideration. It was again asked that Facebook be considered for more everyday communication with Homeowners of Hanover Woods.
8. **Status of Developer Commitments & Dedication**:

Developer still has not completed items required for dedication as of this date. Garnet is

The only street to be dedicated. The Developer must give deed transfer of Marissa Lane, Jackie Drive and Open space. This includes “as builts” being approved by the Conservation District for the storm water management and basins. The Conservation District and the Township have signed off and approved these documents. The Developer did all repairs and maintenance required. They now have no further responsibility to the Homeowners Association.

1. Drainage issues were discussed by many homeowners in attendance. President Rob indicated that the water in in common areas and buffers, not on the properties of the homeowners. Also indicated that the area is very wet all the time and sump pumps run consistently discharging additional water on individual properties and beyond.
2. Discussion took place on the cost of obtaining legal counsel to review the as builts and whether the basins are built properly before signing off on the as builts. Mike and Rob both explained that they had already discussed these possibilities. Josh Reed would like to hire an attorney before signing off any rights. A Special meeting was suggested.
3. There was concern that the Developer has not completed some areas where there is dirt & rock instead of grass, etc. The current Board has had conversations with representatives of the developer about areas behind Marissa and Jackie between the 2 wetland areas and some additional areas where patchwork is needed. Also discussed some dead trees and shrubs that should be replaced. Through these discussions, the Developer has proposed an offer to the Homeowners Association of $2,500.00 to be used for these items. The HOA will not give away any future rights.
4. The Township is requiring the Developer to repair/replace the Fire Lane area that is a safety issue and must be completed. The Developer did replace concrete collars on the storm drains, and some dear trees on the buffers and common areas behind Marissa Lane. They also did work on the storm basins throughout the community as required.
5. A question was raised as to whether a homeowner may remove a tree that was on their property. The answer is, if on your property, it is your choice.
6. A question as to when dedication would take place and that answer is April 1, 2019, after another walk around with the Township and property owners. Mike Germana will provide information to all homeowners on Facebook prior to the walk around being scheduled.
7. Any cracked or damaged sidewalks should be repaired by the Developer prior to dedication as they will be the responsibility of the homeowners after dedication.
8. Other questions: Should we schedule more meetings? Is December a bad time for the Annual general meeting and should it be changed?

Finally, the Members of the Board and Homeowners in attendance thanked Rob Reid for his service on behalf of Hanover Woods.

Meeting was adjourned at 8 PM

Respectfully submitted,

Ellen B Renish

Property Manager