

MINUTES

Silver Woods CA Monthly Board Meeting

September 8, 2026

6:30-7:37 pm

45 Homeowners attended

Housekeeping

- Zoom Meeting - Call to order (6:30 PM) - Marc Bognar (presiding), Marjorie Beatty, Len Janssen, Cal Hargett, Mary Doran Brown, Tabitha Hammerstone from PCAM.
- Approval of August 11, 2026, minutes. Cal made a motion to approve, Len seconded the motion, and the rest of the BOD approved. **Motion carried.**
- Meeting Etiquette Guidelines: Marc reviewed the Etiquette Guidelines.

Committee Reports

1. Board Committee Reports:

a. (Marc Bognar): **ARC and Premier:**

- i. Premier: All is going well. Billing issues have been cleaned up and inspections are taking place every two weeks.
- ii. ARC: (Joe Seeger)
2 applications are being reviewed; 1 is completed; 1 is pending
- iii. Strategic Planning: (Len Janssen)
The committee is meeting tomorrow (Sept 9th) to pull data together and specify costs. More information will be provided at the next board meeting.

b. (Marjorie Beatty): **Finance/Investment**

- i. There are two CDs coming due on October 12th. These are seven-month CDs with an interest rate of 3.45%.
- ii. Recommend rolling over for seven months at today's rate of 3.54%.
- iii. Marjorie made a motion that the board rollover the seven-month CDs for another seven months (~3.45% interest rate). Cal seconded the motion.

Len questioned if additional funds should be added to the CDs. Marc explained that this was done to the CDs that came due last month.
- iv. All board members voted for the rollover. **Motion carried.**

c. (Mary Doran Brown): **Clubhouse/Fitness Room**

- i. Other than HVAC replacement, there are no updates for the clubhouse and fitness room.
- ii. Marc reported that HVAC replacement is on hold pending contractor to widen hole in the attic for new equipment. It is a small job so the contractor is not rushing to complete the work. Hopefully, it will be completed in the next couple weeks.
- d. (Len Janssen): **Maintenance/Ponds/Pool:**
 - i. Pool - The pool is currently open until September 14th. With a positive weather forecast the pool could be opened for another week.
 - ii. Len motioned that the pool be open until Monday, September 21st. Marjorie seconded the motion. There were no questions/discussion. The rest of the board approved. **Motion carried.**

Cal suggested Tabitha send out notice to homeowners regarding the extended pool opening.
 - iii. Maintenance -
 - 1. As mentioned above in the Clubhouse report, the A/C unit that services the Card Room & Kitchen is still off line. The previous diagnosis of a faulty valve did not fix the issue. Air Masters will replace the entire 4-ton Air Handler system for an estimated \$6375., pending the enlargement of the access hole in the card room ceiling.
 - iv. Pond – Geese mitigation: We have a Proposal to spray area around ponds 6, 7 and 1 with Flight control max received from Envirotech. A pet/child-safe chemical is used to repel geese. It has shown to be successful in other communities. Len motioned that the board spend \$653 for the spray. Mary seconded the motion.

The estimate for the Brenda Lane pond is not in yet. If a couple ponds are added it would increase the cost about \$250.

Len amended the motion that the board spend up to \$900 for the geese mitigation spraying of ponds. Mary second the amended motion and the rest of the board approved. **Motion carried.**
- e. (Cal Hargett): **Landscaping/Social/Decorating:**
 - i. Landscaping –

The primary discussion is Bay Country. Seeing some improvement in the last few weeks on Service. Issues are being addressed better.

Putting together a committee to issue an RFP (request for proposal) for a potential replacement lawn contractor. Five residents so far are willing to serve on the Committee to solicit and review potential contractors. The committee will meet soon to lay out criteria for landscaping expectations moving forward. We can get out of the current contract with Bay Country if need be.

Trail mulch replacement project is ongoing and approaching completion.

So far this year there have been 21 of 24 agreed upon grass cuttings. To add a week of cutting towards the end of the season, it was decided that we would skip this week's (9/10/26) cutting.

Joe G. had the following questions/comments -

- Will Bay Country be offering aeration and overseeding?
 - Marc just got confirmation from Bay Country that they will be offering and will have Tabitha send out notice.
- Will there be a notice of when landscapers will spray/treat lawns?
 - Cal explained that one of the issues this year with Bay Country has been communication. They have not provided notification of services. There should be an upcoming treatment for fertilization and broad leaf weed control.
- Now that the irrigation system at the Clubhouse is functional, we should look into getting aeration and seeding for the lawn.

Ken W. asked if there is weed control for the lawns. Marc responded that our agreement with Bay Country is for five treatments per season.

It was asked about very tall weeds that are growing between tree lines and homeowners' lawns. Cal said he would have a look. However, if the weeds are in the wooded area, the HOA is not responsible for removal.

Lisa F. asked about regulations concerning unsightly weeds in backyards of neighbors. Marc requested that she message him or Cal and they will look into it.

Ken W. asked about the trees behind Gallagher St. Marc explained that once construction is complete, they will do a survey to look for at-risk-of-falling trees. HOA will work with the developer to remove identified at-risk trees. The developer has agreed to proactively take down a couple trees in the next week or so.

Len asked when construction would be completed. Marc replied that the current target is the end of this year.

ii. Social – Joe Seeger reported –

1. The recent happy hour was well attended and everyone seemed to be having a good time.

2. The next happy hour is Saturday, Sept. 19th. While Joe and several others will be out of town, the happy hour will go on as scheduled.

iii. Decorating – No report

f. (Mary Doran Brown): **Welcome**

i. No report

g. (Tabitha Hammerstone, Property Manager, PCAM): March Management Report

i. ARC

1. (3) approved
2. (6) completed
3. (9) total

ii. Inspections

Inspections continue to be biweekly.
One outstanding third notice and
One outstanding subsequent notice.

iii. Account Balances

1. Operating Account - \$51,564.48
2. Operating Reserve Accounts \$83,426.78
3. Long Term Reserve (LTR) Accounts - \$153,696.36
4. Total - \$288,688.33

iv. Real Estate

1. 12 on Lackawanna
2. 1 on Gallagher Dr
3. 1 on Luzerne
4. 14 total

v. Delinquencies

1. 0-30 days \$2,442.06
2. Over 30 days \$751.33
3. Over 60 days \$1,551.40
4. Over 90 days \$4,065.15
5. Total \$8,809.94

6. Homeowner \$3,023.83
7. DRB \$3,821.43
8. Beazer \$1,404.68
9. Developer \$560

Old Business & Pending/In-Process Items

Verizon has completed installation for townhomes on Lackawanna, Gallagher, Kingston and Merrick Way. In the next two to three weeks Verizon should start and finish connections to homes. The Verizon project manager has been re-assigned. The hope is that progress with connections continues despite the change in project management.

For the benefit of newer owners, after an overwhelming vote supporting a bulk contract with Verizon, the previous board approved a deal with Verizon for \$34/month for 500 MB of WiFi. Homeowners have up to one year to sign up after being offered Verizon. After one-year homeowners can choose another carrier, but will still be billed \$34 for Verizon whether they connect or not.

When we get closer to connections, Marc will send out information and directions.

New Business

1. There will be three open positions for the December board of directors. Terms expire for Marc, Len, and Cal. Marc encouraged residents to consider running for the board. He noted that we are looking to enhance the support provided by Premier which will ease some of the workload of board members. The decisions for the officer positions on the board are decided at the first executive meeting of the new board. Of the five-member board, one seat is allocated for a single-family resident and one seat is allocated for a townhome resident, provided such candidates run.
2. One frequently requested upgrade to the community through the strategic planning has been for picnic tables in the grassy area near the pickleball/tennis/Bocce ball courts. Marc explained that this is not really a strategic planning issue and that we can actually purchase tables now. Two ADA accessible tables with built-in benches and a hole for an umbrella can be purchased for \$2000. Marc made a motion that the board purchase two picnic tables at a total expense of \$2000. Cal seconded the motion and the rest of the BOD approved. **Motion carried.** Umbrellas will be purchased in the Spring.
3. In addition to the spraying to control geese population, Marc has researched power washing of sidewalks around the clubhouse and along Pittston Street where the geese droppings are prevalent. Hudson power wash proposed \$300 per wash every two weeks as needed. Marc motioned that we contract for power washing the sidewalks for \$300 per wash, as needed, through November. Marjorie seconded the motion and the rest of the BOD approved. **Motion carried.** Members of the board will determine when/whether power wash is needed.

Open Discussion

1. The board needs to review documents to ensure that the rental policy states that a one-year rental is the rule. There are some website areas that still have the old policy of six months. These will be cleaned up.
2. A question was raised about when the open areas in the community will be completed. The developer will probably wait until the end of construction to clean up.
3. There was a concern raised about lack of communication regarding when community construction, such as concrete replacement, takes place. Unfortunately, the builders do not provide the HOA or Premier with updates on construction work. Therefore, notification to homeowners is not possible.
4. Weeds in Bocce Court need to be treated. Hopefully, that will occur soon.
5. There are trespassers on the walking trails. We may need to consider a fence to deter neighboring communities entering.

Action Items

1. Marc/Cal to check when aeration & seeding will occur this year. Tabitha will send out notice to homeowners.
2. Cal will take a look at wooded areas behind homes on Gallagher Street to determine if weeds are HOA or homeowner responsibility.
3. Marc/Cal to follow-up when Lisa F. messages about weeds in neighboring back yards.

Adjournment

Meeting adjourned at 7:37

Next Meeting

6:30PM, Tuesday, October 13, 2026.

Meeting Documents

Agenda

Meeting Etiquette