

THE TOWNES CRIER

Volume 14, Issue 1, Spring/Summer 2023

A Newsletter of The Townes at Hershey Road Homeowners Association

THE HOA EXECUTIVE BOARD ELECTION FOR 2023-2024 TERM

It is that time of year again. Included in your packet is the Election Ballot for the upcoming election of a new HOA Executive Board for the 2023-2024 1-Year term. The HOA Executive Board has the authority to direct community business including maintenance and financial oversight, rules enforcement and architectural design approval. The board has the authority to hire and oversee professional contractors for work in the common areas of the community. Enclosed in your Spring 2023 information packet is your Election Ballot for HOA Executive Board Members for the 2023-2024 term. Currently, the HOA Executive Board consists of seven (7) members. Please vote for up to 7 nominees. Write-in votes will be accepted. Make sure the person you write-in is willing to serve. Please complete the information on the enclosed ballot and bring your completed ballot to the HOA Annual Meeting to be collected and counted. If you are unable to attend the HOA Annual Meeting, please mail your completed ballot in the enclosed envelope to The Townes at Hershey Road HOA, P.O. Box 6353, Harrisburg, PA 17112. Ballots received by mail by Monday, May 15th will be included in the vote count.

ANNUAL HOMEOWNERS MEETING

Mark your calendars for Monday, May 15th, 2023 at 7pm. This is the date and time for the 2023 The Townes at Hershey Road Homeowners Association Annual Meeting to be held in Hoffman Hall at the West Hanover Township Community Center. The HOA Annual Homeowners Meeting is your chance to mingle with your fellow homeowners, listen to updates from the HOA Executive Board about past and current issues and to voice your concerns to the HOA Executive Board. A map is enclosed in this packet with directions from the Townes at Hershey Road to the West Hanover Township Community Center. Hope to see you there.

COMMUNITY YARD SALE

A community yard sale will be held on April 29th, 2023. Signage will be posted in advance as well as advertising on local marketplace sites. If you do not participate, please keep your garage door closed that morning.

HOA EXECUTIVE BOARD MEETINGS

In June of 2010, The Townes at Hershey Road Homeowners Association (HOA) was taken over by the homeowners from Classic Communities and the management company they had hired (PMI) was fired. The homeowners felt at the time that the builder and the management company were doing a poor job and there were questions as to how they were spending the HOA's money. The homeowners felt that they could manage the HOA better and cheaper themselves. There have been many homeowners over the years that have participated in the management of the community.

You are welcome to attend a HOA Executive Board meeting. HOA Executive Board meetings are typically held monthly in the Spring, Summer and Fall months or when there are topics to be discussed. The time and place of HOA Executive Board meetings are listed at the bottom of the home page of the community's website. The meetings are typically held on the patio or deck or in the home of one of the members of the HOA Executive Board.

NEW MONTHLY STATEMENTS

Since 2010, the HOA Treasurer has been using QuickBooks Desktop Pro as the HOA's accounting system to keep the books, perform monthly reporting, annual tax reporting and generate the monthly statements you receive in the email. The version of QuickBooks that the HOA has been using was purchased in 2019 for \$179 and did not have an annual fee to use. As of June 1st, QuickBooks will no longer support the version of QuickBooks the HOA has been using and requiring a switch to their cloud-based subscription model at a cost of over

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\$1,200 per year. Mark has been investigating alternatives to QuickBooks and will be switching to MoneyMinder for HOAs at a cost of less than \$250 per year. You will see changes to your monthly statements starting with your next statement emailed to you on April 20th. The new statements will be generated by the new MoneyMinder HOA accounting software and will have the subject line: "Account Statement from The Townes at Hershey Road Homeowners Association". The From email address will be as follows: From The Townes At Hershey Road Homeowners Association via MoneyMinder moneyminder@moneyminder.com. Be sure to check your junk or spam email folder if you do not receive a statement. The monthly dues statement will no longer be a PDF attachment. The monthly dues statement will be included in the body of the email. If you have any questions, contact the HOA Treasurer, Mark Chiles 717-545-3279.

HOA WEBSITE ADDRESS

The HOA website thetownesathersheyroad.com is a wealth of information. Announcements about landscaping services, snowplowing and other development-wide activities are posted there. You can also find the site plans, covenants, by-laws, approved exterior paint colors and forms of all types.

ACH DIRECT PAYMENT OF MONTHLY DUES

If you are still mailing monthly checks for your monthly HOA Dues payment and would like to save yourself time and money as well as assure that your monthly dues payment is received each month on time and not lost in the mail, sign up to have your monthly HOA dues automatically deducted from your checking or savings account monthly via ACH. You can find the AUTHORIZATION FOR AUTOMATIC PAYMENT OF HOMEOWNERS FEES form on the HOA's website under the FORMS section (or contact Mark Chiles to obtain the form). Complete the form and provide a voided check to Mark Chiles and he will contact the HOA's bank to have the ACH Direct Debit set up to automatically deduct your monthly HOA dues from your checking

or savings account once a month. You won't have to worry about forgetting to mail a check or if the check will be lost in the mail.

WEST HANOVER TOWNSHIP

The township publishes four newsletters each year. They no longer distribute via mail. They are available electronically. If you would like to have one delivered to your email address, please send an email to Eileen LaForce at elaforce@westhanover.com. She is the West Hanover Township Administrator. There is a wealth of information in the township newsletter. For example, there is information listing the e-cycling center hours, stormwater updates and most importantly guidelines for building and zoning permits. Starting work at your home without required permits could result in doubled fees. Building permits are required for (but not limited to) additions, decks, basement renovation and generators. In addition, zoning permits are also required for additions, decks and fences. We have a link to township newsletters on our site.

<https://thetownesathersheyroad.com/newsletters>.

POLITICAL AND HOME IMPROVEMENT YARD SIGNS PROHIBITED

This is a reminder that as per the community covenants, NO sign of any kind shall be displayed to the public view of any Unit except a family name sign or a temporary sign advertising that the property is for sale or rent.

Political signs and signs advertising home improvement services of any kind are not allowed to be displayed in the yards or the windows of any Unit. (Article VI, Section 2, Item J)

SPRING CLEAN UP/LANDSCAPING

Hoagy's has already performed Spring Cleanup in the community. Landscaping issues should be directed to Karen Davis at davkarlee@outlook.com for coordination with Hoagy's. If you require individual landscaping services outside of the HOAs normal contracted services, it is important that you

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contact Dave Hogentogler directly at (717)773-5463. Requests made to workers while in the neighborhood are not appropriate and may not be communicated to Dave, consequently delaying your desired services.

RETAINING WALL AND FENCE

It has been determined that the repairs and maintenance of the retaining wall and fence along Tiverton Lane near Manor Drive is the responsibility of the HOA as it was listed on the original plot plans for the community from 2003 and originally installed by Classic Communities when they created Tiverton Lane. In the spring of 2022, the HOA paid for repairs of damage from the winter of 2021. This past spring, the HOA paid for repairs of damage to additional sections that had occurred. Due to the poor design and installation of the retaining wall and the fence that was installed on top of it, we are having a constant issue with sections of the retaining wall's bricks splitting when water gets between them, freezing and splitting the bricks causes the fence to fall or lean. Maintenance Unlimited has been hired to make repairs as needed. They are using rebar and concrete to repair the retaining wall and more solidly installing the fence posts. So far, their fixes to sections of the retaining wall and fence that have broken or fallen seem to be permanent. Making repairs to sections of the retaining wall and fence as they are damaged is cheaper than it would be to replace the entire retaining wall and fence.

PRESSURE WASHING

The homes in the community are on a three-year pressure washing rotation. In the summer of 2022, the 25 homes on the southern half of Tiverton Lane were pressure washed. For the upcoming week of May 22nd, the 24 homes on the northern half of Tiverton Lane are scheduled to be pressure washed at HOA expense. Many homeowners have found that when the pressure washing guys are on site, they can get their decks and other items pressure washed at greatly reduced prices. More information

and the complete pressure washing schedule are listed on the flyer included in this information packet.

EXTERIOR LIGHTS AT NIGHT

Our community is rather dark at night as many homes do not keep their front exterior lights on at night. It is requested that all homeowners turn on and leave on, from dusk to dawn, their front exterior pole lamps and the exterior lights on either side of their garage. Having a well-lit community makes for a nicer community and wards off undesirable elements. Some homeowners have installed photoelectric modules on their exterior lights or replaced the light switches that control the exterior lights with programmable switches in order for their exterior lights to automatically turn on before dusk in the evenings and automatically turn off after dawn in the mornings.

ROOFING / DRYWALL WATER DAMAGE

Just as a reminder, as per the community covenants (Article VII, Section 3), the homeowners association is not responsible for maintenance of wooden decks, spouting or roofing. If you are having issues with roof leaks or with rain gutters and down spouts, the repair or replacement of these is the responsibility of the homeowner. Most homes in the community were built with at least 25-year shingles. Some homes in the community are approaching 20 years of age making roof replacements 5 to 10 years away. The repairs and replacement of roofs are the responsibility of the homeowners and replacement singles must be of a similar style and color as currently on the home. Recently, several homeowners have had wall and/or ceiling water damage in their homes due to the "ridge vents" at the peak of their exterior roofs coming loose and causing water to get behind the roofing materials and dripping onto the drywall causing the water damage. It is recommended that "ridge vents" be re-secured or replaced during roof inspections.

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SOLAR PANELS AND SATELLITE DISHES

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With the high costs of electricity and cable TV/Internet service, you may be thinking it may be time to install solar panels or put a satellite dish on your roof. The HOA hopes that you reconsider. An Architectural Change Request form must be submitted to the HOA for approval for installation of solar panels or a satellite dish. Please be advised that the HOA in an effort to maintain uniformity in the appearance of our community and to increase property values, the HOA will NOT allow solar panels or satellite dishes to be installed on the roof of the front of the home or in the front or side yards. Any solar panel or satellite dish installations must be on the rear of the home and cannot be seen from the street in front of the home. Keep in mind that any roof mounted installation can cause roof leakage for you or your neighbor that you would be responsible for repairs. Solar panels or satellite dishes would have to be uninstalled and re-installed when the roof is replaced.

SHORT TERM RENTAL POLICY

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Currently, there are no rentals in our community. All 79 units in the community are owner occupied or occupied by family members of the owner. There is concern in the community about having rentals in the community and to outlaw rentals in the community would require approval of 80 percent of the homeowners. As for short term rentals of less than 30 days or AirBnB-style rentals in the community, again to outlaw them would require 80 percent of the homeowners to approve. However, West Hanover Township will soon have new ordinances in place to regulate short term rentals of less than 30 days (AirBnBs, VRBOs, etc) that require township inspections and permits of the rental properties, 24/7 access to a property manager and renters are not allowed to park on the street while renting. The HOA Executive Board is also discussing an approval process for rentals that may require a fee. More about this will be discussed at the HOA Annual Meeting.

SPOTTED LANTERNFLIES

Over the last two summers, the Townes at Hershey Road has experienced an infestation of spotted lanternflies (SLF) throughout the community. While Hoagy's sprayed our trees several times and removed egg mass nests, it did little to eradicate the pests. Using insecticides to kill SLF adults will not keep more SLF adults from coming onto your property. It is important for us to be on the lookout for these egg masses so they can be scraped from the tree and destroyed before next year. If you are unsure of what SLF or the egg masses look like, a search online will have pictures as well as details of why it is so important for us to be vigilant in addressing the infestation. As the warm weather approaches, we will confer with Hoagy's on an approach to address this problem in our community. However, we are expecting the spotted lanternfly infestation to continue.

RESIDENTS DIRECTORY

If you require updates to your email or telephone contact information in the resident's directory, please send an email to Mark Chiles at mark@markchiles.com with your change request.

DRIVEWAY SEALCOATING

The asphalt driveways in the community had been on a five year sealcoating rotation schedule. However, due to budget constraints and other issues, the sealcoating of Brookridge Court driveways, which was originally planned for 2021, was delayed until the summer of 2022. Most of the driveways on Tiverton were sealcoating in the summer 2020. It will be the summer of 2025, at the earliest, before Tiverton driveways are sealcoated again. The asphalt companies we have had making repairs in the community have said that driveways should only be sealcoated every five years or so. To sealcoat more often, may look good, but does more harm to the driveways than good.

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ASPHALT AND CONCRETE REPAIRS

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In the summer of 2023, currently no repairs or replacements are scheduled to be made to the walking paths, sidewalks or driveways. All sections identified by the Yingst Engineering's 2019 Reserve Fund and Engineering Study as needing repair or replacement have been performed. The HOA is getting estimates for the caulking of the missing or damaged expansion joints between the sidewalks and driveway aprons to prevent water from getting into the cracks, freezing and cracking the concrete sidewalks and/or driveway aprons.

NEW CONCRETE SIDEWALK AND DRIVEWAY APRON REPLACEMENT POLICY

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Over the last three years, nearly \$50,000 has been spent replacing sections of concrete sidewalks and concrete driveway aprons that were identified as either being cracked or damaged by salt. Unfortunately, some of those replaced sections of concrete have already been newly damaged by salt that the township uses in the winter on the streets. The HOA Executive Board decided that the HOA can't continue to spend HOA money replacing salt damaged sections of concrete in the summer only to have the concrete damaged by salt again in the winter. The next engineering study is scheduled for 2024. In an effort to avoid another monthly dues increase for 2023, the HOA Executive Board decided that only when there becomes a "Trip Hazard" or severe cracks will sections of concrete sidewalk or driveway aprons be replaced. Salt damage will no longer be the main determining factor as to which sections of concrete sidewalks and driveway aprons are replaced.

NEW ASPHALT DRIVEWAY REPAIRS AND REPLACEMENT POLICY

In the last three years, nearly \$20,000 has been spent repairing sections of asphalt driveways. Some of the driveway repairs were to "sunken" sections of driveway caused by normal settlement of the driveway or that the underlying soil had not been properly compacted when the driveways were originally installed. Other repairs were to repair sinkholes caused by water erosion from gutter downspouts. Some driveways have already been replaced at homeowners expense via a special assessment to the homeowner. In an effort to avoid another monthly dues increase in 2023, the HOA Executive Board decided that the HOA will no longer cover the cost to repair driveways. If a section of driveway needs to be repaired or replaced, the HOA will assist the homeowner in getting the work done to the HOA's specifications (No Cold Patches or Overlayment) by HOA approved vendors. However, the cost of the asphalt driveway repairs or driveway replacement will be billed back to the affected homeowners as a special assessment. The cost of asphalt, like everything else, has skyrocketed this past year. A typical driveway patch repair now runs about \$1,200. While a complete driveway replacement runs about \$4,500 depending on the size of the driveway. There are several long double-wide driveways in the community that will cost upwards of \$15,000 to replace.

FRONT DOOR/TRIM PAINT REIMBURSEMENT

If your front door and trim has faded and you have interest in painting your front door and trim, the HOA will reimburse each homeowner \$75 towards paint and labor. This \$75 reimbursement will be allowed for each unit once every 10 years. The proper way to paint the front door and trim would be to remove all the door lock and latch hardware and kickplate, clean and prep the front door and trim surfaces for painting and paint the front door and trim with two

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coats of paint. Karen Davis has worked with Sherwin-Williams to determine the current paint colors used for the front door and trim of each unit. Sherwin Williams on Allentown Blvd (near Karns) has the paint codes for “Musket Brown” and the other current door and trim colors used in the community. To claim the \$75 Front Door and Trim Paint Reimbursement you must: 1) Submit an Architectural Change Request to the HOA Executive Board stating which approved color(s) for your unit that you plan to use to paint the Front Door and Trim. 2) Hire someone to paint your Front Door and Trim or paint them yourself. 3) Let a member of the HOA Executive Board know that you have completed your Front Door painting project. 4) A member of the HOA Executive Board will verify that the Front Door and Trim were painted the proper approved color for your unit. 5) A \$75 check from the HOA will be cut and mailed to you.

CHANGES TO THE EXTERIOR OF YOUR HOME

For uniformity in the appearance of our community, please complete an Architectural Change Request Form and send it to the Executive Board prior to making any changes to the exterior of your property. Changes include any proposed exterior construction, planting, paint and/or stain, or modifications to the flower and shrub beds at your home. The HOA website provides details on the approved deck paint and stain colors. Please be sure to indicate your proposed paint or stain colors on your architectural change request form. If you plan to make modifications to the flower and shrub beds at your home, the maintenance of the plantings will be your responsibility. For uniformity of color, the landscape contractor will apply mulch to flower and shrub beds at the front and side of your home and will edge the beds as provided for in our contract. The maintenance of flower and shrub beds at the rear of your home will remain your responsibility. The Architectural Change Request form is available on the HOA website or from any member of the Executive Board. You can give the form or email the form to any member of the board, or mail it to the

association. Email to any member of the board will be the most expeditious way to handle the request.

Approval of a homeowner’s construction or improvement project by the HOA does NOT override the need for the homeowner to obtain approval and permits from West Hanover Township. For many construction projects, (changes to the existing patio or wooden decks, installation of pergolas or covering patios or decks, adding screened in porches or sunrooms, finishing an unfinished basement, etc), the homeowner must obtain approval and permits from West Hanover Township and provide the HOA copies of those approvals/permits. Avoid costly township fines and attorney’s fee and make sure you obtain any required township approvals and permits before moving forward with any home improvement project.

LAMP POST LIGHT AND GARAGE SIDE LIGHTS

To maintain uniformity within the community, homeowners needing to replace their lamp post light, garage wall side lights or door side light must selected from the following approved lights from Progress Lighting. Classic Communities townhomes (with the exception of 219, 221 and 223 Tiverton Ln) have Progress Lighting Coventry series. The Coventry series lights are only available in textured black. The existing lights were painted beige by the contractor. Homeowners may choose to leave the replacement lights black or paint them beige to match existing lights. Classic Communities townhomes at 219, 221 and 223 Tiverton Lane have the Progress Lighting Westport series in antique bronze. Landmark townhomes have the Progress Lighting Roman Coach series in antique bronze. Specific model numbers are listed below and on the HOA website. Replacement lights can be purchased from many online retailers including progresslightingexperts.com. Searching a few websites will get you the best price. Homeowners replacing their lights must submit an architectural change request form.

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LIGHTING OPTIONS

Progress Lighting Coventry Series

Lamp Post Light – P5429-31 Black
Garage Wall Side Light – P5829-31 Black
Door Side Light – P5828-31 Black

Progress Lighting Westport Series

Lamp Post Light – P5458-20 Antique Bronze
Garage Wall Side Light – P5862-20 Antique Bronze

Progress Lighting Roman Coach Series

Lamp Post – P6417-20 Antique Bronze
Garage Wall Side Light – P5773-20 Antique Bronze
Front Door Side Light – P5773-20 Antique Bronze
Rear Door Side Light – P5986-20MD Antique Bronze

COMMUNITY SAFETY

We all want our homes and community to be safe. There are a few simple things that can greatly discourage theft in our community and keep everyone safe.

Set a timer to have lights go on and off at specific times. Many burglars study when people exit and enter their homes so using timers makes it look like your home is occupied.

Turn post and garage carriage lights on in the evenings, consider using a timer to make it more convenient. Not only does nighttime lighting help create an inviting and beautiful atmosphere and prevent falls and injuries, it gives the illusion that someone is awake and home.

Keep doors locked and windows securely fasten. If you have a sliding door, consider placing a rod in the track to prevent thieves from forcing the door open and entering.

Consider installing a video doorbell camera for when you are home alone or not home.

Keep blinds closed and the curtains drawn in the evening making it difficult for potential burglars to see inside your home, to track your activities and which rooms you are in, and which rooms are vacant.

Keep garage doors closed. If you have a garage but park your car outside, bring the garage door opener inside with you. Burglars could use the opener to gain access to your garage and possibly your home.

If you will be away on vacation, plan to give a set of your keys to trusted neighbors so they can make sure everything is okay at home. Ask neighbors to be on the lookout for any packages that may be delivered while you are away. Consider asking a neighbor to park one of their cars in your driveway making it look like your home is occupied.

If you need to leave for work and the weekly trash has not been collected, consider asking a neighbor to retrieve your trash cans and place them in your garage rather than leaving the cans at the curb all day.

While these are just a few things to consider in making our community safe, it is important to get to know your neighbors, get familiar with the people around you. This makes suspicious activity easier to spot.

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GARAGE DOORS/TRASH

As a courtesy to your neighbors and to contribute to the overall appearance of our community please close your garage door when there is no activity in the garage. Your trash should not be put out for collection prior to 6PM on the day before the collection is scheduled. Please retrieve your trash cans as soon after trash pick-up as practical. If you'll be away for a full day, please make arrangements with a neighbor to retrieve your trash cans. They should be stored inside garages.

SPEED ON DEVELOPMENT STREETS

Please be careful while driving in our neighborhood. PA maximum speed limit is 25 miles per hour in a residential area. For the safety of all concerned, please observe this speed limit.

PET REMINDERS

Please remember that you are responsible for picking up your pet's "deposits" at any point in the community, to include both in front and at the rear of houses. West Township law requires that your pet be leashed when being exercised.

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Post Office Box 6353 Harrisburg PA 17112

thetownesathersheyroad.com

2022-2023 EXECUTIVE BOARD

Mark Chiles
Sandy Patterson
Karen Davis
Michelle Steele
Rosemarie Messinger
Rocco Costabile
Maria Konevitch

President/Treasurer
Secretary
Landscaping
Hospitality
Hospitality