

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: December 13, 2022

Time: 6:30 pm

Location: Stuart Community Center

Board Members in Attendance: Jan Verow, Jordon Michaels, Jennifer Michaud, Jim Porter

Board Members Absent: Judie Darr, Shana Strohecker, Joe Tubioli

The meeting was called to order by Jan at 6:30 pm.

Open Floor: Open Floor began at 6:30 p.m. Two members of the community were present.

One member spoke about the cost to the Association to maintain the ACH payment option. She had noted in the minutes of past Board meetings that only 4 homeowners were taking advantage of this option and thought it was probably not worth the expense to the Association. She was one of the four people using it but planned to stop using it as of January 2023. She was told she could contact the Treasurer to arrange this.

She also referenced issues in the past with payments not being applied and asked if there was a way that she could receive a statement showing her payment history upon request. She was informed that the Bylaws specifically allow for this and that she should contact the Treasurer about it.

A comment was made that the driveway/parking area behind the units on the north side of the community is quite dark. Because all of the property there including the driveways, is privately owned there is nothing the Association can do about it. There is no Association owned land there on which additional lighting could be placed. Individual homeowners can place outdoor lighting, motion lights, etc. should they choose to do so.

Another resident reported that she was concerned about a notice that placed on one of her vehicles while it was parked in the driveway of a vacant unit adjacent to her own. She provided a copy of the notice to the Board. The notice stated in part that "By order of the Middleton Estates Home Owner Association" she was in violation of parking rules, that she was trespassing and that "this will go into the HOA file for criminal acts". It went on to state that the police have been notified and that she had 24 hours to move her vehicle or it would be towed.

She did not think this notice had come from the Board and wanted to confirm this. She was assured that it had not and that the Board would not communicate with her in this manner. She asked that the Board provide her with a letter to that effect and it was agreed that the Secretary would provide one. Since, based on the wording in the notice, it did not appear to have come

from the homeowner in whose driveway she had parked it was suggested to her that she could contact the homeowner directly to see if they would grant permission to use the driveway while the unit remained vacant.

There was some general concern expressed about the erratic trash/recycling pick-up recently.

Open Floor ended at 7:20 p.m.

Approval of October Minutes: October minutes were reviewed. Jan made a motion to accept, Jordon seconded and acceptance of the minutes approved by unanimous vote.

COMMITTEE REPORTS

Recreation – Waived

Publicity & Communications – Waived

Budget/Finance – Past due accounts continue to be an issue despite delinquency letters that were mailed in September. The next letters are scheduled to be sent in January and will be followed up with court filings as necessary. We plan to more actively pursue past due balances through the legal system.

Architectural & Maintenance – Sinkhole repairs at the park were completed in the fall and the park was reopened.

Our landscaper has contacted Jan to see if we wanted a salt application on the evening of December 14 due to an ice storm that was expected to pass through the area. Estimated cost is \$350-450 depending on the amount of salt needed. The Board approved that application of salt on the sidewalks and on the driveways and parking areas on the north side of the development. Private sidewalks and walkways remain the responsibility of the individual homeowners.

Nominating Committee – In discussion of the election at the 2023 Annual Meeting, the topic of declaring a current Board Member's position vacant was considered. Article IX, Section 1(f) of the Bylaws states that "In the event that any member of the Board of Directors of this Association shall be absent from three (3) consecutive regular meetings of the Board of Directors, the Board may by action taken at that meeting during which the third absence occurs, declare the office of said absent Director to be vacant.

A motion was made to declare the position vacant, was seconded and the position was declared vacant by a unanimous vote. A letter notifying the member of this action will be sent.

According to the Bylaws, three Board seats must be up for election at the 2023 Annual Meeting. The seats currently will include the seat just declared vacant, as well as the seats currently occupied by Judie Darr and Jennifer Michaud.

OLD BUSINESS – Discussions have been held with Hubert Gilroy of the Martson Law Firm in Carlisle and they have agreed to serve as legal counsel for the Board on an ongoing basis. A letter of representation will be signed in the near future.

NEXT MEETING DATE: The next Board meeting is scheduled for January 10, 2023.

The meeting adjourned at 8:05 p.m.

Submitted by Jim Porter

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