

Middleton Estates Community Association

Carlisle, PA 17013

Monthly Board Meeting

Date: March 8, 2022

Time: 6:30 pm

Location: Stuart Community Center

Board Members in Attendance: Janna Books, Jennifer Michaud, Jan Verow, Shana Strohecker, Jim Porter (member-elect)

Board Members Absent: Joe Tubioli, Katie Landis

Meeting called to order by Janna at 6:32 pm

Open Floor: Liam Cree inquired about whether the snow crew is supposed to clear the pathways behind the homes on the north. He took a fall on his pathway after one of the snow events this year. We assured him that the crew IS supposed to clear those walkways [when we get more than 2 in.], and that we have taken on a new manager (John Fraker, our lawn care contractor), and have been working with him and the crew to improve the situation.

1. Recreational—discussion regarding placing a Bouncy House in the park for a party

The main considerations for use of common areas should be a) Safety and Liability; b) Consistency—Is it something we can permit everyone to do?; and c) Does it require supervision or monitoring?

Janna will check with our insurance agent regarding liability. [She found that extra coverage would be required.]

2. Publicity and Communications

The new president should have access to both website administration and the Board e-mail account

3. Budget/Finance

More dues have been coming in this month closing the gap in the Budget. We discussed ways to collect on overdue accounts.

4. Architectural and Maintenance—discussion of snow removal complaints and issues

a. Janna checked with our insurance agent regarding our liability with regard to sidewalk maintenance. She was told that the contractor we hire to clear them must provide a certificate of liability showing \$1 million in coverage and which names the HOA as insured.

b. If we were to put in a pathway to provide a safer space for children, all residents, to walk or recreate, we must make sure that it is free of tripping hazards or high steps without handrails or similar, and whoever installs it must provide us with a certificate of insurance and name Middleton Estates as “additional insured.”

c. A letter will be sent to the resident with yard signs.

d. Dog droppings has become a major sore point. Janna suggested a fall and spring community clean-up days.

e. Janna will have John Fraker check out a tree that is leaning over near the baseball backstop.

f. A letter will be sent to the resident whose shed is decaying.

- g. We discussed various ways we might try to tackle the poison ivy problem that has been increasing in the neighborhood.
- h. Bradford pears are no longer allowed because they are invasive. Cleveland pears will be planted to replace the missing trees this Spring. We discussed what will need to be done as the original trees age.

5. Nominating committee

- a. The Board is in the process of electing the new president for the coming year. This will be finalized before the April meeting.
- b. Committee members will also need to be selected in April: Article XII, Section 9 of the By-laws outlines the duty of the committees to receive complaints.

Shana moved to approve February, 2022 minutes. Jan seconded. Minutes were approved.

Meeting adjourned at 7:31 pm

Submitted by Janna Books

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