



## Special Board Meeting Minutes

6:30 PM 3/31/26

Lewis Home

Minutes recorded by:

Mary-Ann Lewis

### Board Members Present:

President – Ryan Neenan

Vice President – Josh Karausky

Treasurer – Alissa Weiss

Secretary – Mary-Ann Lewis

Sgt. Arms – Lou Lombardo (virtual)

Members – Kevin Duddy, Ginny Brennan

ARC Committee – Ron Sokol

### Not Present:

Alternate – Bob Geis

### Non Board Present:

- a. Called to Order at 6:37p.m. by Lou Lombardo
- b. Since this was a Special Meeting, there was no approval of past Minutes.
- c. Old Business (Ryan Neenan)
  - a. Bus Situation Update- Ryan asked if there had been any changes to the afternoon bus not pulling into the BHW parking lot. He had emailed 2 people in the Dept. of Transportation and neither had gotten back to him.  
Mary-Ann reported she had seen the bus, just recently, stop on Rt. 6 and not pull into the parking lot. Ginny had been in contact with the parent of the two girls getting off there, and he was not concerned. Ryan will try and get a reply from the Transportation Dept.
- d. Committee Reports
  - a. ARC (Ron Sokol)
    - i. Ron has approved Lot 137 to begin construction.
  - b. Finance (Alissa Weis)
    - i. No budget report needed for a Special Meeting
    - ii. Alissa is working on getting out Late Notices
  - c. Social (Mary-Ann Lewis)
    - i. The Think Spring Dinner, held on Saturday, March 21, 2026 at Cora's Restaurant, was well attended with 30 residents present. A Welcome Basket was presented at the dinner.
  - d. Public Works (Kevin Duddy)
    - i. Forrest Landscaping completed clearing around the five basin risers. He did an excellent job.
    - ii. To address Keystone Engineering's immediate concerns regarding road cracking, PWC solicited Pocono Spray Patching (PSP), who did the repairs in Fall 2023, to provide a quote, which they did. PWC recommends hiring them to do the work no later than this Spring or Fall. There is a 44% increase in linear footage than 2023.
    - iii. To address another Keystone Engineering's immediate concern regarding road deterioration at the intersection of BHW and Decker Creek Drive. Both roads need repairs in that area. The PWC solicited 5 contractors to provide two repair estimates. The first quote was to follow the PennDot specs listed by the Engineering consultants and second quote to provide a lower cost repair option that would last at least 10 years. Four of the five companies provided quotes. The PWC recommended using Pocono Paving Company 10-year repair quote. The PWC recommended to the Board that both street projects be done simultaneously, to save the cost of

bringing in the heavy equipment twice. Since this work can only proceed after the Annual Meeting, the PWC does project the quote might go higher due to fluctuation in oil prices.

- i. Lou made a motion to approve both the crack repairs and the two road repair contracts immediately. Alissa seconded. All 7 board members approved the motion. Forrest Landscaping has begun the Spring landscaping clean up at the BHW entrances. The PWC will ask Forrest to clean out some of the drainage areas along the road.
- iv. A discussion ensued regarding fines to contractors who allow their heavy trucks to drive on our roads during the Spring Thaw Rule time. The Board agreed with the idea, but due to a time crunch, decided to table the discussion until the next meeting.
- v. Long Term Financial Plan for Roads
  - i. The Board discussed the challenges of creating a budget that is projected so far into the future. The Board agreed action needed to occur now to be proactive for inevitable road maintenance down the road. A discussion ensued regarding increasing the dues. Do we increase in increments or a large increase now? The Board felt increments would be the better option. Other options included dues collected twice a year. The first collection would be for the general fund. The second collection would be for a Road Repairs account. Alissa will research the idea of a separate interest-bearing account. Alissa and Ginny will create different scenarios for dues and present to the Board at the May meeting.
- vi. Alissa presented the idea of creating a Capital Improvement fee of \$350 for new construction, that would go into the current Reserve Account. This would be in addition to the Resale Certification Fee of \$100. Alissa made a motion for this Fee. Ginny seconded it and all 7 Board members approved it. This will begin as of 3/31/2026.

#### New Business

- a. Annual Meeting – Though the Annual Meeting is traditionally held the first Saturday in June, the Forrest Firehouse is booked for June 6, so it will be held on Saturday, June 13 at 11 a.m. at the Forrest Firehouse. Mary-Ann will confirm that date with the Chief.
  - a. The Social Committee will offer a light lunch immediately following the meeting.
  - b. Mary-Ann will create and snail mail the Annual Meeting Letter ASAP.
- b. Mary-Ann will be sending out the Spring/Summer Newsletter in April.
- e. Next Meeting – Ryan will send out dates for the May meeting.
- f. Adjournment. – Meeting was adjourned at 8:04p.m. by Ryan and seconded by Alissa.

Respectfully Submitted,  
Mary-Ann Lewis  
BHW Board Secretary