



## Annual Meeting Minutes

11:00 AM 6/13/2026

Meeting held at the Forest Volunteer Fire Company

Minutes recorded by:  
Mary-Ann Lewis

### Board Members Present:

President – Ryan Neenan  
Vice President – Josh Karausky  
Secretary – Mary-Ann Lewis  
Sgt. Arms – Lou Lombardo  
Members – Kevin Duddy, Ginny Brennan  
Alternate – Bob Geis

### Board Members Not Present:

Treasurer – Alissa Weiss

1. The meeting was called to order at 11:06a.m. by Lou Lombardo.
2. Introduction of Board Members (Lombardo)
3. Establishment of Quorum (Neenan)
  - a. 28 lot owners were present at the meeting
  - b. 15 proxies were collected
  - c. 15% of lot owners are required to establish a quorum and that number was present.
4. President's Report (Old Business) (Neenan)
  - a. All Board Meeting Minutes and the Annual Meeting Minutes are posted on our website.
  - b. Tree Trimming was performed on Wedgewood Road and Blue Heron Way.
  - c. The Mailbox numbers were fading, so they were replaced. Maintenance was performed on the postal locks as they were not opening properly.
  - d. The School Buses were stopping on Rt. 6, instead of pulling into our Mailbox parking lot. The School Board Transportation Dept. was notified and a sign was placed in the parking lot to show where the bus will park to pick up and drop off students. This is a much safer spot for the students to embark and disembark the buses.
  - e. (Duddy) There is a Low Water Alarm in the Fire Station Cistern, located in the Main Parking Lot. It was malfunctioning and was replaced in Fall 2025. During the winter the alarm sounded and wouldn't shut off. It was fixed. Just recently it sounded again and was once again fixed. The Alarm is being monitored and Duddy will address this issue with the Forest Fire Dept. Members were asked to contact the Board if they hear the alarm go off at any time.
  - f. The Landscaping's contract was completed so bids were submitted to several companies, including the current one. Forrest Landscaping was awarded the three-year contract, as the current company's quote was very high, as well as others that submitted quotes. Duddy reported they have done a great job so far. Besides mowing and landscaping duties, they have been contracted to clear the basin pathways.
  - g. This past winter snow piles from snow plowing were very high at the entrances, especially on Wedgewood Road. Kevin Duddy shoveled the pile on Wedgewood to lower the pile to make it safe for pulling out onto Rt. 402. Duddy has addressed this issue with Catmando, the snowplowing company. Moving forward, they will use special equipment to prevent piles from becoming too large, if needed, and the HOA will be billed accordingly.
  - h. Crack Sealing was performed this past April by Pocono Spray Patching. It was last done two years ago. Some of our roadway cracks are so deep, the company had to reseal a couple of times.
  - i. The Board approved a motion to create a Capital Improvement Fee of \$350 for new construction, to begin March 31, 2026, which will go directly into the Road Maintenance Fund. This is in addition to the \$100 Resale Certification Fee.

- j. Reminder of Established Rules/Regulations (Lewis)
  - i. Obey the 25-mph rule in the community to keep everyone safe on the roads, including walkers, bicyclists, ATV's and all other vehicles. The roads are narrow. The Board has discussed placing signs at a particular blind corner and possibly painting a yellow line down the middle of the road at the spot to prevent an accident.
  - ii. If a township posts a Burn Ban, we will email a notification to the community. Please abide by it in regard to open fires and fireworks. Please be mindful of the time of the day or night you set off fireworks.
  - iii. An FYI that rattlesnakes have been sighted on a couple of properties. Please be careful, especially with youngsters, and pets. Paupack Wildlife Control can be contacted if the snake doesn't leave the property after a couple of days.

## 5. Committee Reports

- a. Social Committee Report (Lewis)
  - i. Welcome Baskets have been delivered to new residents. If a resident has moved in and we missed them, please notify the committee via email so it can be delivered.
  - ii. Review of activities held 2025-2026
    - 1. Social after Annual Meeting
    - 2. Fall Picnic - held in Lewis's driveway. Pot luck event.
    - 3. Think Spring Event – held at Cora's Restaurant in March
  - iii. 2025-2026 - Events to be planned soon
- b. Architectural Review Committee Report (Neenan, in Sokol's absence)
  - i. Land being cleared on Wedgewood Road, as well as two other homes under construction, one on Decker Creek Road and the other on Blue Heron Way.
- c. Treasurer Report (Brennan, in Weiss's absence)
  - i. Reviewed attached budget
  - ii. Board approved the budget on June 10, 2026

## 6. New Business

- a. Road Maintenance Report and Long-Term Plan
  - i. Public Works Committee Report (Duddy). An overview of projects performed this past year. Duddy presented a Power Point regarding the Engineering Company's report on condition of our roads. The Presentation will be posted on the website.
  - ii. Long Term Finance Plan (Brennan). A 10-15 yr. financial plan has been discussed extensively by the Board. It is the Board's goal to make them a priority. Brennan stated the Board doesn't want to do what other communities do and charge members with a huge assessment when roads need large repairs, such as paving. There will be two separate funds in the Budget, beginning this year. The General Maintenance Fund, which will not include any road maintenance, will be decreased from \$350 to \$300. A new Road Reserve Fund, which will be solely designated for road maintenance will begin at \$400 this year and will increase \$75 each year. The funds will be invested in little to no risk investments, such as, but not limited to CD's or T-Bills. These budgets will be reviewed annually by the Board.
  - iii. A review of Brennan's Presentation will be posted on the website.
  - iv. Board member Lombardo shared a bond fund concept as a possible option to paying for the Road Reserve Fund.
  - v. Questions were welcomed and addressed by Board members. The Board told the community we welcome other suggestions to help cover the future road maintenance costs.

7. Election of Board Members – 4 Positions are open
  - a. Josh Kaurasky, Lou Lombardo, Ginny Brennan and Kevin Duddy all agreed to run again
  - b. Ellen Geis was interested in running for the Board, so a vote was held
  - c. The meeting was suspended while the votes were counted by Neenan and Lewis.
  - d. The meeting was re-opened and the following results were shared from 28 ballots:
    - i. Brennan -28, Duddy – 28, Lombardo – 24, Karausky – 22, Geis – 9.
  - e. Geis was welcomed to join as an Alternate to the Board.
8. Open Question Forum
  - a. No questions were addressed
9. Reorganization Meeting Date
  - a. Date TBD by Board in July
10. Social Committee Invitation
  - a. Sandwiches and drinks were provided immediately following the meeting.
11. Adjournment by Lombardo at 12:51pm and seconded by Ginny Brennan.