



**Board Meeting Minutes**

**7:00 PM 6/24/24**

**Duddy Residence**

**Minutes recorded by:  
Ryan Neenan**

**Board Members Present:**

Vice-President – Mary Ann Lewis;  
Secretary – Ryan Neenan;  
Treasurer - Alissa Weiss;  
Sgt Arms - Lou Lombardo;  
Kevin Duddy, Josh Karausky, Ginny Brennan

Alternate - Bob Geis, Ellen Geis

**Not Present:**

**Non Board Present:**

Rebecca Rivera (ARC Committee)

1. Call to Order at 7:03 PM by Lou Lombardo
2. Approval of Minutes
  - a. The Minutes from the June Annual Meeting were approved on 6/12/24 by Lewis, seconded by Duddy via email
3. Reorganization
  - a. The board will consist of the following officers for the next calendar year:  
President: R. Neenan; Vice President: J. Karausky; Secretary: M. Lewis; Treasurer: A. Weiss; Sgt. At Arms: L. Lombardo
  - b. G. Brennan will be assisting Weiss with Treasurer duties throughout the year, learning the process and software.
  - c. K. Duddy will continue to head the Public Works Committee, along with B. Geis.
  - d. A brief synopsis of position duties was discussed by the board.
4. Old Business (Neenan)
  - a. Soil Pile Situation
    - i. Changes were made to this situation. Neenan will check in with the PCCD.
  - b. Uniform Planned Community Act
    - i. E. Geis presented this document and noted how much of our by-laws were based on this Pennsylvania Law. Further investigation of the text would be a positive thing to fully understand our by-laws.
  - c. Lewis commented how we still are missing a large chunk (approximately 1/3) of email contacts for property owners. Emailing instead of traditional mailing important communications would greatly benefit the Association. An effort to decrease these missing emails will be made in the future.
  - d. Several members present comment that the speeding issue is still a problem.
5. Committee Reports
  - a. Social Committee (Lewis)
    - i. Basket Delivered to new resident.
    - ii. A few members have joined the Social Committee since the Annual Meeting.
    - iii. BH Way Mailbox Social Committee Kiosk spruced up by member.
  - b. ARC (Rivera)

- i. No new business to report.
- c. Treasury (Weiss)
  - i. No new business to report. Route 402 sign still in production.
- d. Public Works – (Duddy/B. Geis)
  - i. Rivera reports shallow hole near #384 on Blue Heron Way that needs to be filled or removed – small animals keep getting trapped. PWC will investigate.
  - ii. Review of Road Repairs – B. Geis worked with RR Wilmot to secure a bid. Map presented to Board for overview of affected areas. (Seven in Total). Traffic may be affected. At least one home’s driveway may be blocked. This may start as soon as Monday, but the PWC may ask for a one week delay.
    - 1. Email Will be send to community to warn them of possible traffic issues when exact dates are known.
    - 2. A sign is planned to be placed at mailboxes once exact dates are known.
  - iii. Approval of New Road Sign Design
    - 1. Entrance Sign Design – Board decides on Green and Tan 18x18 inch sign. Three signs will be ordered, one for each entrance.
    - 2. Seasonal Restriction Sign
      - a. The language for the sign was approved by the Board, 7-0, with no objections. Three signs will be ordered, to be attached to the Entrance Signs during appropriate times of the year.
    - 3. Access Roads Signs
      - a. The board decides to change language on the signs to “Authorized Personell Only”. Four signs will be ordered to be displayed on the gates at the four access roads.
    - 4. Signs will be ordered per approved budget.
  - iv. Approval of Road sign Repair
    - 1. The PWC has identified two signs that have been bent. They believe that a professional should be sought to correct these signs and any others in the future. Bids will be sought by the PWC.
  - v. Approval of Process to obtain info/costs for: (1) Future Large Road Repairs/Refinishing (2) Public Basin Maintenance
    - 1. The board agrees that the PWC should seek cost of assessment for road survey report
    - 2. The board agrees that the PWC should look for someone to assess what we need to manage these public community areas.
  - vi. Cutting Down of Brush on Side of Road
    - 1. The PWC will research the cost and method to trim trees encroaching on roadways.
  - vii. Snow Removal
    - 1. The PWC will Immediately research bids on snow removal, as our contract is up with our current contractor. Another contract with our current contractor will be considered.
  - viii. Future Bids/Renewal for Landscapers Needed

1. We have one year left of the Landscaping Contract. Bids for this will be postponed until later in the year.
6. New Business (Neenan)
  - a. Approval of Spring Thaw Rule
    - i. The new Rule was distributed via email prior to the meeting.
    - ii. The board approved this new rule, 7-0. Neenan will add to the website.
  - b. Approval of ARC Handbook Revision
    - i. The new edits to the Handbook were distributed via email prior to the meeting. The ARC requests additional language for acknowledging the new Spring Thaw Rule before signing.
    - ii. The new Handbook will be published on the website once this new language is added.
  - c. Input from members regarding large budget items
    - i. The board discussed the question posed at the annual meeting about large ticket items and the input from the POA. The board agrees that in the future, when larger ticket items come up, more comments from the community will be elicited. An email will be sent before a meeting where a major large ticket item will be discussed.
7. Future Meetings
  - a. Meetings will continue using an online application to schedule meetings.
  - b. The next planned meeting will occur in early October, an exact date to be set before the end of summer.
8. Adjournment – 8:27 PM
  - a. Motion by Lombardo, Seconded by Brennan.

Respectfully Submitted,  
Ryan Neenan  
Outgoing Secretary