

Village of Princeton Homeowners Association

Annual Budget Meeting

November 21, 2019

I. The meeting was called to order at 7:30 PM by Doug Sizelove, President. Attendees were welcomed and the following Council members were introduced: Norm Ricker (Vice President and Maintenance Chair), Tom McGinn (Treasurer), Dick Linden (Architecture Compliance Chair), and Jeff Smith (Lead for tree concerns and removals). The Chair of the Landscape Committee, Karen Mulvey, and the Co-Chairs of the Social Committee, Rosie Taylor and Karen Smith, were also introduced, and Leslie McGinn was recognized as Chair of our Welcoming Committee. Doug Sizelove reminded attendees that our recording secretary, Nancy Ames, had recently retired from that position. He thanked her for her seven years of service to the Council and Village.

II. Master Association Report

Doug Sizelove reported that Chandler Drive repairs have been complete. Grading has been done and drains have been installed to prevent ponding near Chatham/Merrifield and Kennett/Vassar.

Sherry and Bill Kane have acquired a new email capability that will allow distribution to large groups of HM residents, eventually community wide. Actions have been taken to insure the Kanes have the most up to date information for Princeton residents.

The Kanes are also leading a Technology Committee whose mission is to evaluate available technologies and keep HM current.

A small group of Master Association members are reviewing HM Bylaws. Changes have resulted in the Bylaws being consistent with current operating procedures.

Franklin Village is not willing to allow completion of the walking path along Chandler Drive.

A question was asked about the elevator to be installed in the Community Center, and it was reported that work is scheduled to begin in February 2020.

III. Financial Report and Budget

Tom McGinn reported that Village finances are in good shape. Although there were some expenses in 2019 that went over budget due to rain and snow, they were paid for with carryover from 2018. It is anticipated that similar expenses will occur in 2020 and appropriate line items have been increased; landscaping, for example, substantially. At the same time other expenses were scaled back where prudent.

In the 2020 budget the quarterly fee has been increased by \$15 to \$1565. Of that increase \$6 can be attributed to the Master Association raising its fee. CSK Management will be retained as our Managing Agent for the 2020 calendar year with no increase in cost under the second year of our two year agreement.

IV. Maintenance Report

Norm Ricker outlined our plan to reroof all garages over a three year period, 2019-2021. Starting in the upper Village with older homes, six have been completed to date. Four more will be completed by the end of the year, weather permitting.

Original asphalt/RR tie steps have become problematic. The Council has decided to replace them with concrete steps. One set of steps has been completed at 1221/1222, and attendees were invited to inspect them. There are 12 sets of steps that need to be replaced, and that work will be done in 2020 and 2021, six each year.

Dryer vent cleaning is still ongoing. Attendees were requested to contact Lint Doctor if their vent has not been cleaned.

Repairs have been made to the few gutters with problems. Gutters will be cleaned in the next few weeks prior to our last grounds cleanup. The plan going forward is to have gutters cleaned three times each year.

Miscellaneous repairs are made as needed – woodpecker holes, chimney caps, siding repairs. The next major maintenance expense will be repainting of the Village in 2024.

Norm explained that he has been assisted in exterior light bulb replacements by Mike Stanek and thanked him for a job well done.

Norm announced that plans are in place to have all alarm panels reprogrammed and batteries replaced as soon as Security completes the necessary interfaces. That work will be paid for by the Village. It was emphasized that any emergency should first be reported to 911 before pressing the alarm button in homes to contact Security.

V. Architecture Compliance Report

Dick Linden explained the difference between repairs that are made to existing buildings (Maintenance items) and improvements/changes desired by residents (Architectural Requests). He read examples from our Village Guidelines of those projects requiring architectural approval. Dick advised attendees to contact him as early in the process as possible. He can provide advice and inform our Managing Agent.

Dick also explained that the biggest problems he sees are incomplete Architectural Request Forms. The form is relatively simple but often there is supplemental information needed to complete the request package. That supplemental information can include the contractor's insurance certification, township permits, drawings and specification, etc. Early

coordination with Dick and complete documentation are the most important factors in insuring that the Village approval process will no impact your contractor's schedule. He also informed attendees that few, if any, architectural requests have been turned down.

Dick informed everyone that he has salvaged some reusable windows from projects that have been completed in the Village. Those windows are available at no cost. This is another reason for contacting Dick early in the approval process.

Dick is the keeper of the Village 16 foot ladder, and he is willing to clean gutters on an emergency basis. He will clean those gutters he can safely reach. If you need this help, please contact him directly.

Dick informed everyone about a problem discovered during the processing of an architectural request for a propane installation. It was learned that the township does not allow grills on decks of multi-unit buildings. The township knows about this situation in HM, and they do not perform inspections and force grill removals. That being said, this is a safety concern as was voiced by an attendee. The Council is trying to develop a workable solution to this problem and will provide more information in the future.

VI. Landscape Committee Report

Karen Mulvey reported on a wide range of issues. She listed specific tasks that will be accomplished under our agreement with Dooley-Pyne during 2020. Those tasks include: weeding of beds, removal of dead shrubs and the planting of replacements, and trimming of all azaleas and rhododendrons after they bloom. She also reported that no mulching is planned for this year as per our agreement. Outside of the agreement there are plans to enhance the upper Village entrance, to plant fast-growing evergreens along Greenhill Road to mitigate noise, and to improve selected turf area.

Karen also reported that we have had unusually high rainfall the past two years which has resulted in erosion, increased surface tree roots, and clogged drains. Actions planned to address these problems are the planting of evergreen ground covers and the planting of trees that prefer wet soil.

Karen asked that any resident with an interest in plants consider joining her committee.

VII. Social Committee Report

Karen Smith listed the members of the Social Committee that she and Rosie Taylor co-chair. She reported that the near term planning of the committee is focused on our Holiday Luncheon (December 12) and the Ladies Holiday Tea (December 19).

Karen reviewed the events held this year, and noted that many were so popular that they will be repeated in 2020. She also stated that the committee is always open to new ideas. She provided more details for the Holiday Luncheon and Tea, adding that flyers for both will be

distributed shortly. There are plans to conduct a food drive in conjunction with the Holiday Luncheon, and information about that will also go out in a flyer.

Karen recognized her co-chair, Rosie Taylor, for her work on our Village newsletter, which is very popular. She also mentioned that while the committee tries to plan low cost activities, there are some that require funding by the Council. The committee submitted a request as part of the budget preparation process, and the social budget amount was increased from \$500 in 2019 to \$1000 in 2020.

Holiday decorating at Village entrances will be done on November 30th. This will be a social event with coffee and donuts provided. All were invited to participate. A flyer has been distributed.

The efforts of Jeff Taylor and Jeff Smith in supporting the committee were recognized. Although technically not members of the committee, they have planned all of the men's events and contributed in major ways to others.

VIII. The meeting was adjourned at 8:30 PM.