

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, September 27, 2016 at 6:30 PM
 Messiah Village Board Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Gina DiStefano	2017	X	X	X	X	X	N	X				
Jessica Miller	2017	X	A	A	X	A	O	A				
Debra Wallet	2017	X	X	X	X	X		X				
Kim Deiter-James	2018	X	X	A	X	X	Q	X				
Linda Echard	2018	X	A	X	X	X	U	X				
Meg Kelly	2018	X	X	X	X	A	O	X				
Jon Forry	2019	X	X	X	A	X	R	A				
Brad Stump	2019	X	A	X	X	X	U	X				
Bryan Simmons	2019	X	A	X	X	X	M	A				

Also in attendance: J. Davis, Manager

1. Call to order: Meeting called to order by B. Stump at 6:32 PM.

2. Homeowner concerns

Lori Caffarella, 542 Allenview and Roni Collier, 526 Allenview

Ms. Caffarella and Ms. Collier expressed thanks to the Board for supporting the recent block party. They appreciated the funding and received a lot of positive feedback. K. Deiter-James was recognized for her leadership in organizing the event. The committee met to review the event and look at planning for next year. The music was a positive aspect of the block party. G. DiStefano stated she thinks because it was so well-received, it should replace the pool party. More people have availability in the fall rather than in the summer.

There was follow-up with Upper Allen Police, who are happy to attend community events for the people they serve.

G. DiStefano stated a picture was posted on the Upper Allen Fire Department Facebook page. They were very involved in planning the logistics of the event, which was appreciated. This helped with planning what would be allowed in the street for safety purposes.

Upper Allen Police said to notify them when a date is planned for next year so they can make sure they have staffing available.

Josh Houseal, 319 Elgin Circle

Mr. Houseal submitted an ACC request for extensive renovations on his house. He brought information to show the Board what he is planning to do, including colors he would like to have on his house. Mr. Houseal does not want to put shutters on his home because of the styling of the trim around the windows he is replacing. All homes in Allenview do have shutters; his would be the first without shutters. He did receive signatures from seven neighbors, approving his request.

3. Approval of minutes from the July meeting: Motion to approve minutes by M. Kelly, L. Echard seconds, motion passes.

4. Pool Report – G. DiStefano

- a. The pool is covered and will be winterized in November.
- b. Aqua Specialists will be contacted for a quote to paint the baby pool.

- c. An electrician was contacted to discuss replacing the timer that is not working properly.
- d. Lifeguards will be needed for next year.
- e. The budget will be looked at to see if trash service can continue over the months the pool is not in use.
- f. G. DiStefano recognized guard K. Wasson for her many years of service to Allenview as a dependable employee.

5. President's Report – B. Stump

- a. The attorney continues to collect on outstanding dues.

6. Treasurer's Report – B. Stump on behalf of B. Simmons

- a. Updated financial statements were reviewed.

7. Committee Reports

- a. Architectural Control – D. Wallet and L. Echard

- i. Expedited ACC Requests

- 1) The ACC approved a request for a window replacement with a door at 2101-2103 Foxfire Drive.

- ii. ACC Requests

- 1) A request for paver stones to the rear of the property at 650 Allenview Drive was received. ACC recommends approval, G. DiStefano seconds, motion passes.
 - 2) A request to for a replacement of a rear screened in porch at 532 Allenview was received. ACC recommends approval, M. Kelly seconds, motion passes.
 - 3) A request to move the heating/AC unit from the side to the back at 532 Allenview was received. ACC recommends approval, G. DiStefano seconds, motion passes.
 - 4) A letter was sent to 724 Allenview requesting an ACC request for the raised bed in the back. A request was received asking to wait until the end of the season to remove the raised bed. ACC recommends approval of the request to leave the raised bed until the end of the season and then it must be cleaned up and replaced with grass, K. Deiter-James seconds, motion passes.
 - 5) A request was received from 602 Allenview to move the dryer vent from the porch room to vent directly to the outside. ACC recommends approval, G. DiStefano seconds, motion passes.
 - 6) A request was received from 784 Allenview to change the color of the door and shutters to a burgundy color already used on other homes in the neighborhood. The gutter and downspout are also colored and the homeowner would like to do those in burgundy as well. ACC recommends approval of the burgundy color for the door and shutters and a darker tan for the downspout and gutter, G. DiStefano seconds, motion passes.
 - 7) A request was received from 503 Allenview for an entry door and screen door. ACC recommends approval, to include asking for the old numbers to be removed and installed on the new door and to have the stick-on numbers removed, M. Kelly seconds, motion passes.
 - 8) A request was received from 530 Allenview for a replacement porch screening system. ACC recommends approval, G. DiStefano seconds, motion passes.
 - 9) A request was received from 622 Allenview for a soffit replacement and insulation; it will look the same in appearance when done. ACC recommends approval, G. DiStefano seconds, motion passes with L. Echard abstaining.
 - 10) A request was received from 314 Wister Circle for removal and replacement of a tree. ACC recommends approval, G. DiStefano seconds, motion passes.

- 11) A request was received from 2104 Foxfire Drive with a landscaping plan. The removal of overgrown shrubs was previously approved. ACC recommends approval of the plan, M. Kelly seconds, motion passes.
 - 12) A request was received from 319 Elgin Circle for extensive remodeling and repair. ACC felt for uniformity and consistency, there should be shutters on the house. ACC recommends approval of the entire request except for the lack of shutters. There was no second. G. DiStefano motions to accept the request in its entirety, which includes no shutters, L. Echard seconds, motion passes.
- iii. Other items
- 1) No ACC form was received as requested from 454 Allenvue. Another letter will be sent to the homeowner asking a request to be submitted within ten days.
 - 2) A request was made of the HOA to remove a large tree at 550 Allenvue. A letter will be sent letting the homeowner know an ACC request can be submitted to remove/replace the tree, but it is not something the HOA will do.
 - 3) It was recently noticed the house numbers on 654 Allenvue are stickers and were changed at some point without the Board's knowledge. A nice letter will be sent to the new homeowners about changing to colonial numbers to match the other homes.
 - 4) There is a string of lights over the front porch of 526 Allenvue. D. Wallet motions to write a letter to remove the lights until an ACC request is submitted. There was no second.
 - 5) There are solar lights around the sidewalk and front of 456 Allenvue. The Board is in agreement to send a letter requesting an ACC form be completed.
 - 6) There has been no progress on the stump removal and shrub planting at 901-903 Allenvue. A reminder letter will be sent to the homeowner.
 - 7) There was concern expressed about a home that is regularly selling items outside on the weekends. L. Echard will look into it.
 - 8) The weeds are a chronic problem at 600 Allenvue. A letter will be sent to the homeowner.
 - 9) A complaint was received about the condition of the exterior at 627 Allenvue. A letter will be sent about the weeds.
 - 10) There is a window AC at 938 Allenvue. The Board passed a policy that window ACs are not allowed. One exception was made for a medical excuse. A letter will be sent to remove the window AC.
 - 11) There are a lot of garbage cans not being stored properly. L. Echard will look and make a note of which properties need to be sent a letter.
- b. Recreation – K. Deiter James
- i. The Fall Festival was a success and will be planned again next year.
 - ii. L. Echard will contact the Upper Allen Fire Department to see how they can be helped by Allenvue residents as a thank you for their time. One possibility discussed was helping to collect food donations around Thanksgiving.
- c. Nominating – G. DiStefano
- i. There will be three openings.
- d. Audit – none
- e. Budget – B. Stump on behalf of B. Simmons
- i. L. Echard has joined the committee
 - ii. A meeting will be scheduled for the committee to start planning the budget for next year.
- f. Maintenance – B. Stump, J. Forry
- i. L. Echard worked with Good's Tree Care to stay within budget. She is also working to set-up a schedule for trimming the smaller trees every other year so there is a more consistent budget.
 - ii. L. Echard will ask for a bid from a company to fix the missing and broken sections of concrete curbing.

- iii. An email was received from a homeowner because the white fences still have not been repaired. B. Stump contacted the company. The fences are older, parts are difficult to find, and new parts will not fit. The parts were ordered and have arrived. Work will begin on 9/28.
- iv. The parking lot has been repaved in 601-627. There were never numbers in the spots, so L. Echard will look at a map and start working out a plan so numbers can be painted.
- g. Publicity – none
- h. Gardening – none

8. Manager's Report – J. Davis

- a. Resale certificates were prepared for 950, 836, 501, 623, 732, 942, and 632 Allenview, and 2302 Foxfire Circle.
- b. Painting of the townhomes started in August.
- c. Letters were sent to 644, 646, and 778 Allenview for exterior maintenance.
- d. A letter was sent to 776 Allenview for not storing items properly.
- e. Letters were sent to 824 and 960 about storing trash cans properly.
- f. A letter was sent to 546 Allenview for items stored on front porch. A letter response was received by the homeowner and the items have been removed.
- g. An email was received about dog waste not being picked up behind the 746-756 building. Reminders will continue to go in the newsletter. Homeowners are encouraged to contact the police to register a complaint if they witness someone with a pet not properly leashed or defiling public property.
- h. The slide at the playground has been fixed.
- i. A suggestion was made from a homeowner to add another trash can in the park. That will not be done at this time.
- j. An email was received from 601 Allenview with an update about the plumbing project and a request to plant grass in the spring, which the Board approved.
- k. The 2017 meeting dates were reserved and noted on the AHOA website calendar; a donation will be sent to Messiah Village for use of their space.
- l. An email was received from a homeowner regarding weed eaters. B. Stump contacted Shope's to let them know of the problem.
- m. An email was received from a homeowner expressing concern regarding the new accounting firm.
- n. An email was received from a homeowner asking about placing colored light bulbs in the post light for the holidays. A response will be sent regarding colored lights in the post lights.

9. Other Business

- a. A complaint was made about the condition of the patio and railings at 330 Wister Circle. It will be looked into.

10. Meeting Adjourned: G. DiStefano motions to adjourn at 8:20 PM September 27, 2016, M. Kelly seconds, motion passes; meeting in executive session at 8:22 PM.

Next Meeting: October 25, 2016 at 6:30 PM in the Messiah Village Board Room

Submitted by: J. Davis