

## HHA Board - Open Meeting Agenda - December 11th, 2019

Date/Time: Wednesday, December 11th, 2019 @ 7:15PM

Location: Clubhouse

Attendees: HHA Board

Special invitees: n/a

Objectives: Review issues, discuss events, discuss new items

1. OPEN OF MEETING
2. Review previous meeting's minutes (November 13th, 2019)
3. Treasurer's report
  - a. Common Op - \$
  - b. Townhouse - \$
  - c. Comm Res - \$
  - d. Town Res - \$
4. Public Comment on Non-Agenda Items
5. Agenda Items
  - a. Budget
    - i. 2020 Budget presentation
    - ii. 2020 Budget discussion and approval
    - iii. HOA Management company discussion - follow-up
  - b. Newsletter
    - i. Review content for December newsletter - include budget
  - c. Hawthorne Drive Project
    - i. Updates
  - d. Approvals - Sheds, fences, etc
    - i. n/a
  - e. Landscaping and Snow
    - i. Snow removal map updates
    - ii. Fall Cleanup review
  - f. Pool
    - i. Fall overhaul project - status
    - ii. Pool hours/Lifeguard discussion
  - g. Pond/Dam
    - i. Dam DEP Letter - status
  - h. Events
    - i. Santa at the Clubhouse - final discussion before event
  - i. Townhomes
    - i. Townhomes - walkways - Sam Johnson 4 Wyndham CT - walkthrough observed slate walkway in good condition, need follow-up
    - ii. Replace two retaining walls on Wyndham CT - status
  - j. Clubhouse

- i. Kitchen painting - review
  - ii. Replace electric outlets and light switches - review
  - iii. Sign with address
  - iv. Clubhouse Driveway rules - no long-term storage of vehicles, must be registered, etc - signage
  - v. Office phone line repaired, but need to run new line to lifeguard phone
- k. Sinkholes
  - i. Sinkhole in common ground behind 108 CHAPEL CT. Will need to be excavated and filled, similar to other previous sinkholes in that same area. Determine schedule
- l. Roads and Storm Drains
  - i. Cambridge CT - Paving Project - status
  - ii. Swale from 322 behind Cambridge CT - and common area tree health assessment
    - 1. Technical planning from Brandywine Conservancy and Natural Lands Trust - status
- m. Committees
  - i. Election Committee -
  - ii. Finance Committee -
  - iii. Rules Committee - one volunteer
  - iv. Street Paving Committee -
  - v. Landscaping - Committee status
- n. Trees
  - i. Downed Tree on Canterbury CT - review
  - ii. Edward Miller - Suffolk CT - Tree removal reimbursement agreement/release
- o. Exterior Maintenance
- p. Executive Session
  - i. Closed to public to review legal matters and next steps with delinquent accounts