

HHA Board - Open Board Meeting Minutes – April 8, 2026

Date/Time: Wednesday, April 8, 2026 @ 7:30PM

Location: Clubhouse

Attendees: Kim Bobik (HOA secretary), Mike Mize (HOA Treasurer), Greg Bobik (117 Chapel CT), Trevor Tucker (137 Brookfield CT), Pattie Sansom (10 Wyndham CT), Melissa Pach (12 Wyndham Ct), Jennifer & Julianna O'Neill (135 Brookfield CT), Larry Grove (121 Chapel CT), Jackie Englehart (116 Chapel CT), Mike & Dawn Eiswerth (23 Windemere CT), Samantha Chubb (5 Wyndham CT), Charles Russell (27 Hastings CT), Max & Frishel Card (22 Windemere CT)

Special attendees: Julia Robinson and Derek Sanchez of Trident Property Management

Not in Attendance: Alex Dusewicz (HOA President)

Objectives: Review issues, discuss events, discuss new items

1. OPEN OF MEETING - 7:32PM
2. Julia introduced herself and explained what the Trident Property Management Company can provide as well as encouraged homeowners to run for the board.
3. Mike motioned if Kim or Mike would run the meeting due to the absence of the President. Kim decided Mike would run the meeting.
 - a. Kim motioned to approve.
 - b. Mike seconded the motion.
 - c. All voted in favor.
4. Review previous meeting's minutes (March 11, 2026)
 - a. Mike motioned to approve.
 - b. Kim seconded the motion.
 - c. All voted in favor.
5. Treasurer's report - bank account balances as of February 27, 2026 (Bank statements are not received until the end of each month, therefore the Treasurer's report is a month behind monthly board meetings).
 - a. Common Operations Fund (0.01% interest) - \$120,465.95
 - i. Automatic monthly payments taken from this account:
 1. PECO
 2. Aqua
 3. Verizon
 - b. Townhouse Operations Fund (0.01% interest) - \$1,443.79
 - i. Automatic monthly payments taken from this account:
 1. PECO
 2. Waste Management
 - c. Comm Reserve Fund (3.09% interest) - \$222,617.62
 - d. Town Reserve Fund (3.09% interest) - \$12,995.62
6. Public Comment on Non-Agenda Items
 - a. No items
7. Agenda Items
 - a. Architectural Variances

- i. Management suggests the Board create AVR standards for the community to help with timely processing with requests and help to maintain community wide uniformity and consistency when processing requests.
 - 1. Suggests architectural guideline document for townhomes and single family homes.
 - 2. An Architectural Review Committee (ARC) was suggested.
 - 3. A handbook for homeowners would help.
 - 4. Suggested new board implement a 30 day approval process for AVRs.
- ii. Request submissions
 - 1. 118 Chapel Court - front door, screen door
 - a. Mike motioned to approve.
 - b. Kim seconded the motion.
 - c. All voted in favor.
- iii. Approvals
 - 1. 84 Canterbury Court - shed
 - 2. 91 Canterbury Court - deck
 - 3. 10 Wyndham Court - windows
- iv. Denials
 - 1. 10 Wyndham Court - front door
 - a. A compromise was made with the homeowner to select a different door style in blue. The homeowner will submit an updated AVR.
 - i. Mike motioned to approve.
 - ii. Kim seconded the motion.
 - iii. All voted in favor.
- b. Board Decisions since March 2026 meeting:
 - i. Replacement of stairwell light in clubhouse \$225.
 - ii. Updated Superior Custom Flooring proposal once flooring was selected \$8,048.51.
 - iii. Brogan Landscaping March 1, 2026 - December 31, 2027 \$26,609.36.
 - iv. Denied a request for Julia Yauneridge (not a resident) to run a free tennis program due to risk of liability with outside organizations.
- c. Common Area Maintenance
 - i. Tree/Brush Removal:
 - 1. Dead tree behind 137 Brookfield Court - leaning tree will not affect dam or sluice; considered woods.
 - 2. Sluice behind 127 Lambeth Court - A large tree broke in half; waiting on removal quote(s)
 - a. Brogan proposal 12904 for \$1,425
 - i. Mike motioned to approve.
 - ii. Kim seconded the motion.
 - iii. All voted in favor.

3. Hastings Court owners request that the brush be cleared back at least twice a year behind the townhomes. Does the budget allow?
 - a. Suggestions were made to cut it back in spring and get grass to grow there again so that it stays maintained. Brush hog is not part of the current contract.
 - b. Old Christmas trees and other stuff is being dumped there.
 - c. Derek will review with Brogan.
 4. Management recommends that the Board create a tree removal policy/resolution for handling homeowner requests to remove trees, inspect trees and how the Board maintains and removes trees going forward
 - a. Trident suggests a protocol/procedure/policy for tree removal. Trident will share a template.
 - b. Wood lines should also be reviewed periodically.
 - c. If it is questionable whose property a tree is on, a survey should be conducted.
- ii. Sluice/Dam/Pond:
1. Cleanout of sluice and dam area
 - a. Brogan proposal 12190 - \$960
 - i. Mike would like to do this clean up.
 2. Homeowners at 118 Chapel informed the Board that the pond was dredged back in 1990.
 - a. Partial dredging of the pond is in the Reserve Study in 2027 for \$37,000.
 - b. Trident suggests a fountain along with a company to treat water to kill the film that develops.
 - c. Mike will check for depth of silt later this year.
 3. 322 Swale clean out - Brogan proposal 12906 for \$6,514.69 to come out of reserve funds
 - a. Mike motioned to approve Brogan proposal 12906 for \$6,514.69.
 - b. Kim seconded the motion.
 - c. All voted in favor
 - i. Vote to move funds out of the reserve account to operational account.
 1. Mike motioned to transfer \$7,000 from the common reserve fund to the common operational fund at S&T bank.
 2. Kim seconded the motion.
 3. All voted in favor.
- iii. 2026 Paving Projects
1. Chapel Court
 - a. DiRocco Bros Inc - \$35,693
 - b. Asphalt & Repair Paving - \$40,900

- c. JENA Asphalt Solutions - \$59,172.19
 - 2. Brookfield Court
 - a. DiRocco Bros Inc - \$47,096.60
 - b. Asphalt & Repair Paving - \$30,600
 - c. JENA Asphalt Solutions - \$42,063.85 plus catch basin repair \$2,750.00
 - i. Derek will negotiate with JENA for a lower price for both courts.
 - iv. Clubhouse Flooring Project
 - 1. Flooring has been selected and the Board is waiting for an install date.
 - a. Trident - materials will take some time to come in.
- d. General Matters
 - i. Hastings & Wyndham Court parking issues
 - 1. Wyndham CT - Install no parking stripes in front of 12
 - a. Tabled to executive session
 - 2. Hastings CT - Enforce number of cars allowed per townhome; inoperable vehicles prohibited, vehicle inspections and registrations maintained
 - a. A reminder that there are no parking assignments should be mailed to homeowners.
 - b. Numbered parking spots were mentioned and had existed at one point however there are concerns of enforcement.
 - c. Needs more discussion - to be reviewed in executive session.
- e. 2026 Pool Season
 - i. Pool opening & verification of pool hours, rules
 - 1. No rules changes from prior years.
 - 2. Hours 12pm to 7:30pm with a dinner break.
 - 3. Memorial day weekend planned opening.
 - ii. Pool tags
 - 1. Creation
 - a. Kim and Mike will collaborate.
 - 2. Distribution
 - a. Distributed to up-to-date homeowners.
 - b. 2 week turn around for delinquent homeowners to get pool pass - to be updated in pool information this year.
 - iii. Pool maintenance
 - 1. Need volunteers to assist with tasks; a pool advocate.
 - iv. Pool electrical inspection
 - 1. Derek to schedule
- f. 2026 HOA Election Planning
 - i. Election Committee

1. Cathy DeBarberie, Pattie McCarney, Phyllis Mahers, Greg Bobik, Jaime Boatright, Pattie Sansom (Distribute to Wyndham CT only)
- ii. Nomination forms
 1. To be delivered by April 28th.
- iii. Distribution
 1. Door knocker bags rather than mailboxes
 - a. Plan to mail nomination forms.
 - b. There is a concern that the responsible person may not receive the information if we utilized door knob bags.
 2. Trident suggests including a copy of each home's current account statement and a letter alerting each home that any home with a past due balance will not be eligible to run for the board, vote, or receive pool tags when nomination forms are distributed on April 28th.
 - a. Decided to mail in two separate mailings.
- g. Neighborhood Planning
 - i. Block Captains
 1. Are these still needed if we no longer deliver newsletters and other items via mailboxes.
- h. Signage
 - i. "No Soliciting" signs at the entrances
 1. Signs approved in 2025
 2. Need to order signs and have them installed.
 3. Date for installation???
 - a. Decided to table this and the board will do it through email.
 - ii. Pool Signage: "No Cigarettes, No Marijuana, No Vapes, No Alcohol, No Pets"
 1. Signs were approved before the 2025 pool season
 2. What needs to be changed from what was approved last year?
 3. Date for installation?
 - a. Four signs should be ordered - each pool gate and two in the pool area.
 - b. The Board will work through email to finalize wording.
 - c. Consider one sign for 911 with the address of the pool.
 - iii. Dumpster Signage
 1. Decided two signs per dumpster - Four signs total are needed.
 2. The Board will finalize wording via email.
 - iv. Street Signs
 1. Management inspected street signs. The following courts need new poles and or/reset the pole:
 - a. Just need new poles will re-use street signs - Brookfield CT, Wyndham CT, Highland CT, Hastings CT, Chatham CT, Somerset CT, and Chapel CT
 - b. Derek will follow up about Hastings CT sign being bent.

2. H.A. Weigand Inc proposal for 7 signs and posts to be installed \$1,484.00
 - a. Mike motioned to approve a quote for invoice 1 from H.A. Weigand Inc for a total cost of \$1,484.
 - b. Kim seconded the motion.
 - c. All voted in favor.
- i. 2026 Spring Yard Sale
 - i. Scheduled for May 16 8am - 2pm
 - ii. Lemonade and bake sale for the kids to run
 - iii. Will be advertised in Facebook Downingtown groups, sign at entrance
 1. Courts responsible for indication of sales on their courts - balloons or signs.
 2. It was suggested that two weeks in advance to put posters around the neighborhood.
- j. Social/Event Committee
 - i. Contact Kim if interested in being on the committee.
- k. Motion to adjourn the meeting. 10:13pm
 - i. Kim motioned to adjourn.
 - ii. Mike seconded this motion.
 - iii. All voted in favor.

Adjourn Meeting

8. Executive Session

- a. Closed to the public to review legal matters and next steps with Homeowner Grievance Reports and delinquent accounts, etc.

Next Meeting – May 13, 2026 @ 7:30pm