

HHA Board - Closed Meeting Agenda – May 13, 2026

Date/Time: Wednesday, May 13, 2026 @ 7:30PM

Location: Clubhouse

Attendees: Kim Bobik (HOA secretary), Alex Dusewicz (HOA President), Mike Mize (HOA Treasurer), Greg Bobik (117 Chapel CT), Trevor Tucker (137 Brookfield CT), Pattie Sansom (10 Wyndham CT), Melissa Pach (12 Wyndham Ct), Charles Russell (27 Hastings CT), Joanne & Bill Boyd (40 Cambridge Ct), Catherine DeBarberie (29 Hastings CT)

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

Objectives: Review issues, discuss events, discuss new items

1. OPEN OF MEETING - 7:30PM
 - a. Alex motioned to open the meeting.
 - b. Mike seconded the motion.
 - c. All voted in favor.
2. Review previous meeting's minutes (April 8, 2026)
 - a. Mike motioned to approve meeting minutes.
 - b. Alex seconded the motion.
 - c. All voted in favor.
3. Treasurer's report - bank account balances as of March 31st (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) - \$132,435.56
 - b. Townhouse Operations Fund (0.01% interest) - \$4,798.80
 - c. Comm Reserve Fund (3.09% interest) - \$223,212.89
 - d. Town Reserve Fund (3.09% interest) - \$13,030.37
4. Public Comment on Non-Agenda Items
 - a. Catherine DeBarberie - Asked if gutter cleaning be enforced on Hastings CT?
 - i. Consider sending out a letter to homeowners to either maintain gutters by a certain date or it will be done and billed to them. The board and management will plan to work on a letter by the next meeting.
 - b. Derek Sanchez - Dead trees at Wyndham CT - Brogan proposal 12937 for \$3,793.99 to remove 6 trees. Mike suggests doing it late in the fall - November in order to have tree cover over the summer.
 - i. Kim motioned to approve.
 - ii. Alex seconded the motion.
 - c. Derek Sanchez - The hedge row behind the townhouses is being maintained, it is a work in progress to get it restored.
 - d. Joanne Boyd - People dumping on common land in the swale which then can clog the swale. Some areas have signage, some areas may need signs.
 - e. Mike Mize - Asked about the 322 swale work. According to Derek Sanchez, this will begin next week, awaiting a schedule from Brogan.
 - f. Charles Russell - Asked if the walking path can be re-established from townhouses to the dam. Charles also discussed adverse possession - when

someone encroaches on a lot over a period of time it becomes property of the landowner.

- g. Melissa Pach - She has established garden beds where her deck had been approved (the actual deck turned out to be 2 feet shorter than approved). She will be applying for a handicap placard.
- h. Trevor Tucker - The dam area sluice - Brogan to remove tree in sluice tomorrow by Lambeth CT and tree that was in the pond. A survey should be done to assess trees prior to dredging the pond. Reserve study funds for partial pond dredging. Julia suggests pond maintenance, fountain, and need to aerate the pond. Tree removal from October 2024 was brought up, the board is working on a tree removal guide. Questioned if anyone on the board told Martin Trees to not work with Trevor of which no one had.

5. Agenda Items

a. Architectural Variances

i. Request Submissions

- 1. 14 Wyndham Court - replacement windows
 - a. Concern of exterior color
 - b. Did not receive completed Trident AVR form
- 2. 27 Hastings Court - shed and fence
 - a. The shed was not approved by the township as it needs to be set back by 10 feet.
 - b. Fence -
 - i. Mike motioned to approve AVR of black fence as long as the owner remains responsible for edging around the fence.
 - ii. Alex seconded the motion.
 - iii. All voted in favor.

ii. Approvals

- 1. 10 Wyndham Court - front door
- 2. 21 Wyndham Court - new roof

b. Common Area Maintenance

- i. 23 Hastings Court - rail and walkway repair
 - 1. Need to get proposals for this. Crumbling concrete from patches performed over time. Consider re-doing the concrete, Derek will get someone to look at it and get proposals.
- ii. Tree/Brush Removal:
 - 1. Brogan has completed the tree line brush trimming behind townhomes and have trimmed back as far as they can.
- iii. 2026 Paving Projects
 - 1. Chapel Court & Brookfield Court
 - a. Revised proposals from JENA Asphalt were received.
 - i. Alex motioned to approve the JENA Asphalt proposals 1433, 1434, and 1388 for a total of \$84,580.04 which includes the inlet repair basin. Do not exceed \$19,416 for base repair.

- ii. Mike seconded the motion.
 - iii. All voted in favor.
 - b. The Board would like this completed prior to when school begins in August.
 - c. Ask JENA if they would like a flyer given to home owners on those courts to see if they would like driveways paved. 140 Brookfield Court already has expressed interest.
 - iv. Clubhouse Flooring Project
 - 1. Installation date tentatively scheduled for May 27th & 28th.
 - 2. The board needs to schedule a date to move items out of office, etc.
 - a. Mike proposes we move stuff to landing but leave room to use stairs. After the Memorial Day weekend put stuff in bathrooms. Do not use the pump room. Tuesday, May 26th we will move items.
- c. **2026 Pool Season**
 - i. Pool tags
 - 1. Creation
 - a. Mike will place an order for cardstock and lamination sleeves. Julia to provide labels. Pool Rules have been written. Make binders for the pool - one for sign ins and one for pool tests, laminate pool rules.
 - 2. Distribution
 - a. Hand delivery
 - ii. Pool maintenance
 - 1. Need to inspect picnic tables.
 - iii. Pool swim test bracelets, pool toy restock
 - 1. Mike will place an order.
 - 2. Will assess pool toys and restock as needed.
 - iv. Pool electrical inspection
 - 1. Fox Pool will be coordinating the inspection.
- d. **2026 HOA Election Planning**
 - i. Nomination forms mailed on April 23rd. Reports at least one homeowner did not receive the mailing.
 - ii. Ballots will be mailed by May 22nd so they can be delivered by May 26th and returned by June 9th, 7pm.
 - iii. Election results will be at the June 10th meeting.
 - iv. Meet the candidates - tentative date of May 19th 6pm to 8pm.
 - 1. Kim will work with Cathy to contact the candidates.
 - 2. Consider offering pizza.
- e. **2026 Spring Yard Sale**
 - i. Scheduled for May 16th 8am - 2pm
 - ii. Lemonade and bake sale for the kids to run.
 - iii. Will be advertised in FaceBook Downingtown groups, sign at entrances.
6. Motion to adjourn the meeting - 8:45PM.

- a. Alex motioned to adjourn the meeting.
 - b. Mike seconded the motion.
 - c. All voted in favor.
- 7. Executive Session
 - a. Closed to the public to review legal matters and next steps with Homeowner Grievance Reports and delinquent accounts, etc.

Next Meeting – June 10, 2026 @ 7:30pm