



**Minutes of the Olde Stone Way Homeowners' Association  
Executive Board Meeting on January 12, 2022**

Meeting Location: 145 Lexington Dr

Present: Colleen Frech, Joe Spear, Ron Lott, Richard Roberts, and Mary Lott

The meeting was called to order at 7 pm. The November 10<sup>th</sup>, 2021 meeting minutes, which were shared prior to the meeting, were approved.

Treasurer's Report (Colleen): (see attachments) shared the 2021 operating income/expense end of year report. Total revenue for 2021 was \$37,315 and total expense was \$25,268. All association 2021 dues have been paid. Since November 10<sup>th</sup>, one initiation fee was received and one resale certificate was sent.

Architectural Review Committee (ARC): New OSW board members Joe and Rich met with former ARC member Greg Bump to go over ARC guidelines. They reported seven applications received between Nov 10<sup>th</sup> and Jan 12, 2022. Six were approved and one was denied (see below). Rich shared copies of ARC approval templates for specific things such as roofs, fences, etc, that will be used in the future.

DATE REC'D	ADDRESS	REQUEST	PROBLEMS	DATE APPROVED
11-11-2021	70 Lexington	Roof replacement	none	11-14-2021
11-2021	43 Windsor Way	Inspection for sale	None	11-30-2021
12-13-2021	61 Fairfax	Roof Replacement	None	12-14-2021
12-19-21	76 Lexington	Windows Replacement	None	12-21-2021
12-23-21	117 Augusta Dr	Roof Replacement	Failure to adhere to OSW bylaws/guidelines	Denied 1/12/22
12-29-21	9 Windsor Way	Roof Replacement	None	12-30-2021
1-11-22	25 Hartford Dr.	6 window replacement	None	1-15-22

January Letters to the Homeowners: Colleen reported that dues letters were mailed to all homeowners on January 5th, 2022.

**Old Business:**

Olde Stone Way Entrance Sign. Rich received two quotes to repair OSW entrance sign (\$14,000 from Haldeman and \$9,200 from APlus). He is awaiting a 3<sup>rd</sup> quote for repair. Note: face stones falling off of sign due to water getting behind them. Funds to fix this will come from the Reserve Funds. **Follow-up Action:** Rich to list quotes for repair and present to the board for decision.



Verizon Conduits. Rich reported he was able to contact one of our homeowners, Thomas Young, who works for Verizon and is following up on whether to cut or cap off these conduits.

Garbage Cans. Mary had mailed the 2<sup>nd</sup> letter to violators after board review and approval and reported, via email, that all homeowners had complied. Unfortunately, she missed sending the 2<sup>nd</sup> letter to 97 Lexington Dr. Ron reported that he talked with the homeowner in December whose perception of the rule was that they just can't be left on the street. She reported that she did not realize that they cannot be stored on the side of the house and reported that she was not able to put in the garage at this time. Ron discussed with her to file an application to erect a fence to hide trash cans. As of January 12, 2022, the board had not received this application. Ron was to follow-up with her again (Fence needed to be installed by March 31<sup>st</sup>, 2022). Two other homeowners may also be in violation of keeping trash cans out. **Follow-up Action:** Will send out letters if violation continues.

### **New Business:**

OSW Guidelines on our Webpage. The current OSW guidelines on our webpage are dated 2006; however, it appears that there was a revision of these guidelines in 2009. Colleen has included the 2009 Guidelines in the bylaw packet that are given out to all new homeowners at their house closing. Mary also recommended some added clarifications to these guidelines – 1) Garbage cans - (public view means from street and adjoining neighbors) 2) In- ground pools - rear of the house – 90 degrees to back of property.

**Follow-up Action:** Mary would send all board members the 2009 guidelines to review to see if any additional clarifications need to be made. Then updated guidelines would be put on the website in February.

Shed on Homeowner's Property. A shed was reported at 92 Augusta Dr – pictures had been distributed to board members. **Follow-up Action:** Ron to send letter to homeowner asking him to remove the shed which is in violation of OSW declaration and bylaws.

Compost Pile. Colleen reported a verbal complaint about a neighbors compost pile but later the complainant asked to wait until spring to address.

Dog Complaint on 42 Hartford Drive. The board was awaiting picture/video documentation of the issue from the complaining neighbor. Mary reported that according to Mike Booth at North Londonderry Township, the police handle any dog barking calls; it's important to call them when the offense is occurring and they will also investigate and give out citations if appropriate. **Follow-up Action:** Rich to follow-up with the neighbor and then distribute the video/pictures to the board. If there is clear violation, Ron to draft letter to homeowners with stated fines (\$100/violation occurrence). **Post Meeting Follow-up:** Rich acquired the videos and posted them on Dropbox for board members to review. Ron recommended that the homeowners contact the board the next occasion when the dogs are left outdoors for an extended period so that the duration of the barking could be witnessed. Rich relayed that request to the complainant.



Non-Approved Roof (Black) Installed at 117 Augusta Dr. Joe discussed that he had come upon roofers changing out the roof at this address and stopped to speak to the company. Apparently the front half of the roof had been replaced. He subsequently told the owner that a pre-approval is needed for any exterior changes and that a black roof was not acceptable at OSW and to stop the process. The owner declined to stop and continued to put on the black roof and after its completion sent in an application. The board unanimously denied his roof application and is evaluating next steps. Suggested penalties were discussed until the roof is changed. **Follow-up Action:** Ron to discuss with lawyer and draft a letter to the homeowner.

Revision of Supplemental Guidelines for Pools. Ron discussed that this would be addressed at the next board meeting in March.

The Greenkeeper Contract with association. The board unanimously approved renewing the contract to take care of the four entrance gardens and three open areas. Costs are now \$6,902, that is an increase (\$800) due to increase cost of supplies and workers.

Welcome Letters to All New Homeowners. Mary had emailed all board members that 11 letters were sent out (included all new homeowners during 2021).

Meeting adjourned at 8:30 pm

Respectfully submitted,  
*Mary Lott, Secretary*