

Meeting Minutes – February 4, 2020

Location: Rockmeade Dr

Attendees: Pete Haggerty, Mike Petrucci, Cindy DeYoe, Phil LaScala, Ron White (Penco)

Finance

- Review of sales and capital assets report plus recent and pending sales; budget details and projections including both tree and landscape details and contracts; P&L report
- More funds allocated for maintenance to address additional costs related to tree spraying for disease and pests, plus tree trimming needed around streetlights
- Updated Reserve Study indicates Ballymeade plan continues to stay in good standing
- No fee increase is anticipated especially if snow removal costs stay low through the season
- Proposed Budget will be shared at annual meeting and voted on

Architectural Review Committee

- Walkway Easements
 - County guidelines for both single and townhome easements will be posted on the website as reference for any homeowner considering erecting fences or other
 - Letter to be sent to W. Boxborough home that appears to have had a land survey
- DeIDOT to be contacted regarding orange barrel marker left between townhomes
- Garage sale dates for 2020 are forthcoming
- Recent state law regarding installation of solar panels needs clarification
 - We have been in touch with Sean Matthews, Christopher Norton (Legislative Aide for Sean), Chris Curtin (Deputy Attorney General)
 - A separate meeting will be schedule with the board regarding guidelines placement, installation and more

Landscape Update

- Removal of dead trees on community property behind home on Longmeadow completed
- Three landscape contracts ending; RFPs and contract renewals forthcoming
- Davey Tree Company will be asked about preventative maintenance regarding lantern flies

PENCO Management

- Review of 2019-20 Collection Status
 - Discussion on plans for collection of outstanding balances and any required legal fees
- Rented Ballymeade properties
 - Letters to “current tenants” of rental properties reminding tenants of neighborhood deed restrictions and community by-laws
 - Rental property checks scheduled in the Spring that each property is being adequately maintained and adhere to deed restrictions
 - 37 townhomes, 1 single home currently rented

Secretary Report

- Security cameras
 - Cameras continue to be maintained and operate in normal working order; annual cleaning has been scheduled
 - no requests for footage from county or state law enforcement
- Spring and Fall newsletters with Ballymeade news and updates will continue
- Trash bin audits continue quarterly; letters sent as needed to home-owners
- Playground trash bin emptied bi-weekly
- An online complaint issued to DELDOT regarding traffic light’s trip mechanism
 - Other neighborhoods are affected, and the issue has been logged and will be addressed in due time