

Brynfield Homeowner's Association Winter Newsletter, 2018

Brynfield 2019 Budget. Enclosed with this newsletter is your copy of the 2019 Brynfield Homeowners' Association Budget. The dues have been increased by \$7.00 per unit per month starting January 1st. The dues have been increased to cover a major deficit in 2018 due to snow removal costs. The increase will also help in covering the anticipated snow removal and landscaping costs moving forward.

Five Percent Discount for Lump Sum Payment Continued. When the Board approved the budget, it also voted to continue the 5% discount for Homeowner's who pay their entire annual dues on or before **January 15, 2019**. This offer only applies to Homeowner's who DO NOT have any outstanding balance. The discounted amounts are as follows:

Townhouses: \$89 per month; Reduced one-time pay rate: **\$1,014.60**
Quadplex: \$98 per month; Reduced one-time pay rate: **\$1,117.20**
Duplex: \$104 per month; Reduced one-time pay rate: **\$1,185.60**

Please Note: Checks for the reduced rate will be deposited by Penn Equity after January 1st, 2019 so that they will appear on the 2019 Financial Statement.

Parking in Restricted Grass Areas. West Hanover Township assessed all streets and roadways within Brynfield and other communities in the Township. Following that assessment a series of no parking signs were issued to make certain that emergency vehicles can gain access to homes when an emergency exists.

As was the case last year there are still many residents in the 7700 block of Hanoverdale Drive who continue to ignore the no parking signs and park in restricted areas. In addition some of these residents have been parking on the grass boulevards on Hanoverdale Drive. This is a violation of a Township Ordinance and the rules of the Association. Homeowners and others parking in the grass is also an expense to the Association. The expenses involved are re-seeding areas that have been parked in and replacing dirt to fill rutted areas from vehicles left parked in grass areas. **PLEASE DO NOT PARK IN GRASS COVERED AREAS. The association will continue calling the state police to identify those cars parked on the grass boulevards and the homeowner associated with that car will assessed a \$20 fine per day that the car is parked unlawfully.** Thank you for your cooperation so that we do not have to bother the State Police or suffer unnecessary expenses for those not following the Township ordinances and the Association regulations.

Fall Clean-up. As of the date of this newsletter Baileys has begun pruning of the perennials and a final leaf clean-up will occur when all of the leaves are off the trees and the ground is dry.

Christmas Tree Collection. Waste Management collects Christmas trees in January. Additional information can be obtained from Waste Management at 717-232-0878.

Rules, Regulations, and Enforcement Policies, etc. All of Brynfield's Rules, Regulations, Covenants, By-Laws and Architectural Review Forms are found on the Brynfield web site: www.Brynfield.com. If you do not use the internet you may obtain an Architectural Review Form and other documents pertaining to Brynfield by calling Penn Equity at 717-930-6060.

Architectural Approval. All homeowners that wish to make alterations or changes to the exterior of the buildings and/or grounds are required to submit, in writing, an "Architectural Review Request" to either Joe Rutter at 324 Baumgardner Drive, or to Penn Equity at PO Box 228, Palmyra, PA 17078. Failure to obtain Architectural Approval prior to making exterior changes may result in a fine as per the Rules, Regulations, and Enforcement Policy of Brynfield.

Exterior Paint Colors. Paint for doors and shutters can be purchased at Sherwin Williams in semi-gloss and are all off the shelf colors. The blue is "NAVEE"; the green is "DENSE FOREST GREEN" and the black is "TRICORN BLACK".

Automatic Debit (Direct Payment). Direct payment has been available since Penn Equity has managed our property. Direct payment is an electronic payment service that is designed to debit funds from your checking account (monthly) regardless of where you bank. This form of payment is not available for the one time annual payment (5% Discount). Auto-Debit is a useful option for monthly payments to avoid the inconvenience of check writing every month or for those who have difficulty remembering to send their dues on time. If interested, contact Penn Equity at the below listed number.

Automatic Telephone System.

You may have noticed the Executive Board has instituted a “Robo-Call” system to advise homeowners of important issues. Usually these are related to weather and snow concerns. This system allows the Board to call one number and for all homeowners who have registered a phone number (either home or cell) to receive a message from the Board. If you are not signed up for this system, the Board encourages you to do so. If the call comes when you are not in, a message will be left on your answering service or the Robo-Call mechanism will call two more times in an effort to contact listed numbers; the same is true if your number is busy.

If you have not received a “Robo-Call” yet, it may be that your number is not in the system. To subscribe to the system call the number listed below, from the telephone to which “Robo-Calls” should be made (e.g., from your home phone if that is the number you wish to be called and/or your cell phone).

The number to call to enroll in Robo-Call is 717-344-5781, then follows the instructions the system gives to you.

Brick Mail Boxes & front walls. The Board has been made aware that a number of the brick mailboxes in Brynfield and some of the brick front porches are deteriorating with the bricks needing to be repointed. Many homeowners have repaired and repointed their mail boxes, but some remain in need of work. The Board cannot warrant the work of the masons listed below but others in the development have used them and they are reliable and do good work.

1. Andrew Kemble Masonry. The company has a face book page: facebook.com/kemblemasonry or they may be reached by telephone at 717-275-3672.
2. Haldeman Brothers Masonry in Hershey, PA. The phone number for this company is 717-838-4069.
3. S R Masonry which can be reached at 717-587-3737.

Sidewalks Passing Homeowners’ Property Lines. This is to remind you that the West Hanover Township Code requires that homeowners maintain and repair all sidewalks that pass the homeowner’s property line. As well, any sidewalk on your property that is not a common sidewalk, e.g., one that passes your residence, you likewise have the duty to maintain that sidewalk.

Home Exterior Maintenance Issues. This is a reminder that homeowners have the duty to maintain the exterior of their homes. This includes painting the front doors and maintaining the shutters on our homes. When the paint fades on the shutters and doors the homeowner has the responsibility to repaint them, using the same color that is currently on them. This also includes steam cleaning, or pressure treating, the outside of homes when mildew and other soiling materials are on them. In January the Board intends to send letters to homeowners who need to paint their shutters, repair mailboxes and other items pertaining to their homes.

Proper disposal of American Flags that are tattered or unusable. We have been asked by one of our community residents to advise that he routinely is involved in delivering tattered and unusable American flags to the American Legion for proper disposal. The Association maintains a flag pole in the front of the development, just off of 39, and there are many homes that now have American flags displayed. If you wish to have a flag that has become tattered properly disposed of our neighbor Mick Doyle at 7701 Forney Way has offered his kind assistance to collect the flags and take them to the American Legion for proper disposal. Please take any US flags to him for proper disposal.

Parking recreational vehicles, trailers and boats in Brynfield. We are experiencing a number of calls regarding the parking of recreational vehicles, trailers and boats in Brynfield, either in driveways or on the streets. The Declarations, in Article V (pg. 12-14) to which all homeowners agreed when they purchased their homes, expressly states “(6) The following types of vehicles are prohibited in Brynfield-----recreational vehicles,,,,” and “(7) No boats of any type shall be permitted to be parked in Brynfield.” This Article also gives the Board the duty to prepare and distribute rules and regulations to make the Declarations clear. Rules and Regulations were issued on August 14, 2007, and in section #5, “that no tractor trailers may be parked in Brynfield” and in section #7 is found, “Recreational vehicles may be parked in Brynfield up to 24 hours during loading and unloading of equipment and supplies for use with the recreational vehicle.” And in section #8, “No boats of any type shall be permitted to be parked in Brynfield.” Please follow the Declaration and Rules and Regulations and there will be no need for neighbors or others to call and complain about a violation. Your anticipated cooperation is appreciated. All of the documents cited in this notice can be found at www.brynfield.com and should have been provided to you when you closed on your home.

Snow Removal Policy for Brynfield HOA:

- A. Removal of minimum snow accumulation:** The contractor shall be responsible for the removal of snow deposits over two inches (2") on the common area sidewalks, driveways, and private walkways to the front doors of each home. **Timing of snow removal:** Snow removal shall commence within one (1) hour after the snow has stopped. The length of time it will take the contractor to complete the snow removal process will vary based upon the depth of the snow.
- B. Ice removal:** The ASSOCIATION (or contractor) is **not** responsible for chipping ice from walkways, driveways, roofs or gutters. The removal of ice deposits that are the result of the melting and refreezing of ice and snow from the roof, gutters, or other areas is **not** the responsibility of the ASSOCIATION or CONTRACTOR. Please use extreme caution when using any ice melting chemicals because they may damage the concrete sidewalks. From the feedback we have received from concrete professionals over the years, Magnesium Chloride is recommended if any chemicals are required; **HOWEVER, IT IS IMPORTANT TO UNDERSTAND THAT ALL ICE MELTING MATERIALS MAY CAUSE DAMAGE IF THE CHEMICALS REMAIN ON THE CONCRETE SURFACE. THEREFORE, IT IS RECOMMENDED TO SWEEP ALL CHEMICALS FROM THE CONCRETE AFTER THE ICE HAS MELTED.** Please do NOT use SALT on any concrete surfaces, at any time.
- C. Vehicle removal from driveway.** Homeowners who do not remove vehicles from driveways, parking areas or any other area that would impede the snow removal process, forfeit having those areas cleared.
- D. Snow drifting.** The contractor shall **not** be responsible to remove snow that has blown back into the cleared areas after the service has been completed.
- E. Removal process, beginning location:** The contractor is **not** required to begin the snow removal process in any specific location within the development. The location will be determined at the contractor's discretion; however, residents on the snow priority list should receive snow removal first.
- F. Snow removal that is less than 2":** The removal of snow accumulations that are less than 2" is excluded from ASSOCIATION responsibility. Snow that is 2" or less, IS THE RESPONSIBILITY OF THE INDIVIDUAL HOMEOWNER. The homeowners may contract for services for snow that is 2" or less at their own expense. This includes the clearing of the common sidewalks in front of your home.
- G. Heavy snow accumulations:** When parking spaces and/or walkways are compromised by piled up deposits of snow, the contractor shall have the option of either disposing of excessive deposits on the homeowner's side of the curb or hauling snow deposits to the closest common area for disposal.
- H. Township responsibility:** The Township is responsible for plowing all dedicated streets; therefore, depending on the timing of the township's arrival they may plow snow back in front of the driveways and mailbox area after they have already been cleared.

Penn Equity Associates, Inc. would be happy to answer questions you may have from time to time. If you have not already done so, members should familiarize themselves with the Declaration, By-laws, Rules and Regulations etc., to gain a better understanding of the Association and how it works. Again, all these items can be found on the website, www.brynfield.com or by contacting Penn Equity at (717) 930-6060. You can also e-mail Penn Equity at Sasha@PennEquity.com.