

Brynfield Homeowner's Association Fall Newsletter, 2014

Brynfield 2015 Budget. Enclosed with this newsletter is your copy of the 2015 Brynfield Homeowners' Association Budget. **Please note that monthly dues will increase by \$6.00 per month effective January 1st, 2015.** The increase in dues is necessitated by rising cost of lawn maintenance, snow removal, seal coating the walking paths, required repairs that were made to the detention basin, trimming of all of the trees in the front of all properties, and anticipated insurance increases due to law suits involving injuries to people using the sidewalks and the walking paths. The costs associated with the detention basin improvements is the outgrowth of legislation more strictly controlling water flow into the Chesapeake Bay area. The majority of these expenses have increased the beauty of our community.

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, 2015.** This offer only applies to Homeowner's who DO NOT have any outstanding balance. The discounted amounts are as follows:

Townhouses: \$65 per month; Reduced one-time pay rate: **\$741.**

Quadplex: \$75 per month; Reduced one-time pay rate: **\$855.**

Duplex: \$80 per month; Reduced one-time pay rate: **\$912.**

Please Note: Checks for the reduced rate will be deposited by Penn Equity after January 1st, 2015 so that they will appear on the 2015 Financial Statement.

Executive Board News. The Executive Board wishes to thank Ronald Miller, who after ten years of serving on the Board decided to resign. He was a faithful and responsive member of the Board. The Board expresses to him their gratitude for his years of service.

Anyone interested in being considered for this position should e mail Penn Equity, our property manager, expressing their interest and outlining those life experiences and capabilities that you would bring to the Board. The e mail address for sending this information is: Mail@PennEquity.com If you would rather use the US postal service, the address is Penn Equity, PO Box 233, Hummelstown, PA 17036. The deadline for expressing interest in this position is December 8, 2014.

Legal Actions. The Brynfield Homeowners Association has been named in two law suits involving individuals who have been injured on the walking paths or the crossing sidewalks in front of individuals' homes. The Association carries a general liability insurance policy to cover these expenses. Homeowners may wish to address the insurance coverage which they carry to make sure that falls on sidewalks and homeowners' property is covered.

One law suit involves a homeowner being named for having an uncovered water shut off valve on his sidewalk. He and the American Water Company are the primary parties who have been sued and the Association has been brought into the suit by the defendants. The second suit involves a homeowner who was struck and seriously injured while walking on Brynfield's walking path, by two bicycle riders who are not residents of Brynfield. Again, the Association has been named by the defendants. Our insurance company has retained an attorney to represent both the insurance company and Brynfield in both of these cases.

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

Many residents of Hanoverdale Drive have ignored the no parking signs and have been parking in the grass boulevards that divide the Hanoverdale roadway. This is a violation of a Township Ordinance and an expense to the Homeowners' 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 THAT ARE PROHIBITED.** Thank you for your cooperation so that we do not have further unnecessary expenses for those not following the Township ordinances.

Tree Replacement. Home owners are responsible for replacing dead, diseased or storm damaged trees at their own expense in a timely manner. New trees shall be of the same “type” and shall be at least 5’ high. Letters have been sent to home owners who have not complied with the requirements. Those who have not complied with the request for replacement will have a tree planted in their front yards and will be assessed for the cost of the replacement.

Fall Clean-up. Team Lewis will begin fall clean-up as soon as the leaves are done dropping.

Leaf Waste Collection. Waste Management now collects Leaf Waste in West Hanover Township from April through November, and will collect Christmas trees in January. Additional information can be obtained from Waste Management at 717-232-0878. Pick up is scheduled once per month, and will be on our regular garbage pick-up day. Schedules were mailed by Waste Management earlier this year. If they miss a pick-up date, please notify the Township Manager’s Office and they will contact Waste Management. Please do not use plastic bags for brush, leaf waste or Christmas trees. Larger brush greater than 2” diameter must be taken to the Township drop off facility at 402 Fairville Ave. Leaf Waste Collection truck will not pick up containers with solid waste or grass clippings.

Priority Snow Removal. We would like to do our best to accommodate any homeowners who need to have snow removed as soon as possible due to medical reasons and/or any homeowners who are employed by companies who provide Emergency Medical Services. If you feel you need priority snow removal service, please contact Penn Equity for a request form. All requests will be reviewed by the Executive Board before priority removal is granted.

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 566-8550.

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, Harrisburg, PA 17112 or to Penn Equity at P.O. Box 233, Hummelstown, PA 17036. 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.

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 566-8550 and they will forward an authorization form.

Automatic Telephone System.

You may have noticed in the last year the Homeowners 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 home owners 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, in order to receive needed information. 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 is 717-344-5781 and then follow the instructions that the system gives to you.

Homeowner Participation in On-Line Community Directory. One of our homeowners has offered to establish and publish a homeowner’s association directory. If you would like to voluntarily participate in this you may contact Nancy Spiker via e-mail: spikernj@yahoo.com

Snow Removal and Driveways. Please note that Team Lewis has installed polyurethane blade covers on its snow removal equipment. This will **not**, however, stop all white marks from appearing on the driveways that have been plowed. It will significantly reduce them, but some marking will still occur.

If you do not wish to have any markings on your driveway, you should opt out of snow removal service, as there is no absolutely certain way to prevent this. Please contact Penn Equity in writing by sending your request via US Postal Service or by email: Mail@PennEquity.com if you wish to opt out of snow removal services and provide your own snow removal.

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 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 or by contacting Penn Equity at (717) 566-8550.