

# **Brynfield Homeowner's Association Fall Newsletter, 2016**

**Brynfield 2017 Budget.** Enclosed with this newsletter is your copy of the 2017 Brynfield Homeowners' Association Budget. Our lawn care expenses have increased as when Bailey's Lawn came to assume lawn and snow responsibilities after the termination of Team Lewis, Bailey agreed to work for the amount we were paying Team Lewis, but that Baileys would keep track of expenses and meet with us to discuss any cost adjustments. Baileys met with the Executive Board in November and indicated that they had been using substantially more staff members to work in Brynfield and that they had paid much greater detail to the quality of care that our lawns received than had been the case previously. These two enhancements by Baileys resulted in greater costs to the Association. Given the quality of service Baileys has been delivering and the many unsolicited compliments the Board has received on Baileys work we determined that the increased costs were both fair and in line with keeping our community in excellent shape. Thus the board accepted his proposal and it was necessary for a \$10 per month, per unit, increase to be added to each homeowner's monthly dues. Below you will see the monthly charges beginning January 2017 and the reduced amount for onetime payment by January 15, 2017.

**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, 2017.** This offer only applies to Homeowner's who DO NOT have any outstanding balance. The discounted amounts are as follows:

**Townhouses:** \$75 per month; Reduced one-time pay rate: **\$855.**  
**Quadplex:** \$85 per month; Reduced one-time pay rate: **\$969.**  
**Duplex:** \$90 per month; Reduced one-time pay rate: **\$1,026.**

Please Note: Checks for the reduced rate will be deposited by Penn Equity after January 1st, 2017 so that they will appear on the 2017 Financial Statement.

**Legal Actions.** The Brynfield Homeowners Association has been named in two law suits involving individuals who either fell or were injured on the walking paths or the crossing sidewalks in front of individuals' homes. One law suit has been settled and in contacting our insurance agent he indicates that the second one remains open, although there has been no action taken on it. The association did not have to contribute to any payment in the settled case as our insurance covered our small assessment in that settlement.

**No Solicitation Signs.** West Hanover Township has a solicitation code that permits people to solicit in the township so long as they have applied for a permit, paid a fee and follow the regulations of the township. Since the streets and sidewalks within Brynfield are dedicated to the township we are obligated to follow the townships code regarding solicitation. The signage of other communities saying "No Solicitation" carries no weight. We could post signs that read, "No solicitation without proper permits" and that would be lawful. Any homeowner who does not want anyone coming to their door may post on their front door a notice that Solicitors are not to knock on the door. And that is your right to advise people that you do not want them coming to your front door. Also, out of an abundance of caution, you should never open your door to someone who is not known or who has no official identification with the gas company, PPL or some other public utility. This is particularly important at this time of the year when homes may be filled with presents and other tempting items that people may wish to steal. Bottom line, do not open the door to people you do not know and if they persist call 911 and advise that you need the State Police at your address.

**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 start calling the state police in January 2017 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 completed the fall clean-up. If an area of your lawn was missed please contact Sasha at Penn Equity at (717) 566-8550.

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

**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 believe that your circumstances warrant 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. The contact at Penn Equity is Sasha Keen at [Sasha@PennEquity.com](mailto:Sasha@PennEquity.com)

**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](http://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, 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.

**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 is 717-344-5781 and then follow the instructions that the system gives to you.**

**Brick Mail Boxes.** The Board has been made aware that a number of the brick mailboxes in Brynfield 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](https://www.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 717-808-2418.

**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.

**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.

**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 or by contacting Penn Equity at (717) 566-8550. You can also email Penn Equity at [Mail@PennEquity.com](mailto:Mail@PennEquity.com) or [Sasha@PennEquity.com](mailto:Sasha@PennEquity.com).