

**BRADFORD GLEN HOMEOWNER'S ASSOCIATION BOARD OF
DIRECTOR'S**

BOARD OF DIRECTOR'S MEETING MINUTES

April 23, 2026 at 7 pm

ATTENDANCE:

Kasey Gehman
Katherine Archibald
Eric Lefkof
Alessandra Wynne
Christina Ross - NDPM

CALL TO ORDER:

The meeting called to order at 7:06 p.m.

Minutes – January 2026 meeting minutes not presented due to the absence of the Secretary.

Financial

- NDPM reported:
 - 469 Units paid 2026 Annual Dues for a total of \$186,600.76
 - 3 Units Collections
 - 7 Units small balances
 - 9 Units will receive Second Notice from NDPM
- Budget discussed – Deficit of \$8,687 primarily due to significant snow removal expenses.
- The Board approved payment for legal bills for Roundabout and Landscaping contract.
- The Board approved payment for Invoice #25613 Anastasi Landscaping - \$16,840.50.
- IRS Update for 2022 Abatement – No update due to Government Shutdown – 60 days follow-up.
- The Board discussed HOA's tax status and registration.

Legal & HOA Matters

- The Board met in executive session with Township officials on February 23rd to review plans for the roundabout.
- The board met in executive session with the engineer on March 19th for a site visit to review the layout and discuss how it would affect the community.
- The Board discussed the finalization of the lawsuit and status of various collection matters.
- The Board reviewed the proposed “Agreement for Right of Way and Temporary Construction Easement” by the Township regarding the roundabout. The concerns are as follows: Integrity of the berm after installation of the sidewalk; the ability to exit the

main entrance; lighting installation; staging of the equipment; closure of the road, access, and detours; relocation of utility poles; drainage of stormwater run-off to the main entrance; maintenance of the proposed sidewalk.

- The Annual Public Meeting Notice reviewed and approved for publication/ mailing to unit members. The Annual Meeting scheduled for June 18, 2026, at 7 pm at the United Sports Center. Three positions are available for a two-year term.
- The HOA asked NDPM to reach out to the property owners who rent their unit for the contact information of the tenants for communication purposes. Approximately eleven units rent; Six units provided the information.
- The Board voted to move forward with the issuance of legal letters for collections of outstanding units.

Landscaping/Maintenance/Requests

- There were eleven mowing inquiries/requests. NDPM documents all requests/concerns weekly and discuss with the Landscaping Liaison.
 - The SWM's on Julie Drive and Kerwood Lane were maintained by Anastasi Landscaping on April 23, 2026. Witherspoon is scheduled for April 24, 2026. The Board reviewed the pictures provided by the Landscaping team and was impressed with the results. Anastasi reported that the two systems were compacted at least ten feet deep with leaves and debris. Christina proposed Stormwater Maintenance Solutions to complete inspections of the SWM systems. The fee would be free or nominal. The Board approved the proposal. NDPM will schedule with the company.
 - Vice President will contact Ram-T to seed the sinkhole area that was completed last fall.
 - The Board reviewed the quotes for the SWM/Swale repairs – NDPM is to seek one more bid.
 - The Board reviewed tree concerns and requests – NDPM is to seek one more bid.
 - NDPM is in contact with Township regarding curb/cul-de-sac damage due to snowplow.
 - Anastasi will provide winter maintenance for the 2026-2027.
 - NDPM suggested an overall community tree assessment. The board tabled for this year and will visit the suggestion in the fall.
- €€€The Board reviewed one architectural request.

Miscellaneous

- Revision to the Welcome Letter to new Unit Owners discussed.
- Ms. Wynne updated the website.
- Food Truck – Last day of school – Ms. Wynne to explore.

- Ad Hoc Committees discussion at next meeting.

NOTICES: The Board will meet next on May 21, 2026, at 7 pm.

The meeting adjourned at 9:14 p.m.