

**Tower Lakes Owners Association
Board Meeting Minutes
May 20, 2026**

- 1. Call to Order** - 6:05pm - Mark Wilcheck—President, Dave Damron—Vice President, Pat Lapczenski—Treasurer, Chris Baldasare—Secretary & Variances, John Grove—Lawncare (via Phone), Marilee Kastran—Farmhouse, Gary Proietti—Neighborhood Watch, Tower Lakes Times, JoAnn Baker—Beautification & Social Committee / **Guest noted**
- 2. Approval of May Meeting Agenda** - Approved with a motion by Gary Proietti / seconded by John Grove. The motion carried.
- 3. Approval of the Board Minutes**
 - a. April 15 , 2026 Meeting - Approved with a motion by John Grove / seconded by JoAnn Baker. The motion carried.
 - i. **Amended February 2026** - Approved with a motion by Dave Damron / seconded by John Grove. The motion carried.
- 4. Treasurer Report and Approval of Financials**
 - a. **Approve the reconciled Financials from March/April** - Approved with a motion by John Grove / seconded by JoAnn Baker. The motion carried.
 - b. Banks & Associates issued a refund of \$271.00 to Tower Lakes to offset bank service charges. April financial statement reflects the refund as a negative fee amount.
 - c. **Investment Update / CD's**
 - \$120,000 in the money market account as of end of April was reinvested
 - New investment placed at **3.9%** for **9 months**
 - Maturity scheduled for **February**
 - Existing **\$75,000 CD** matured on **5/14**
 - Additional cash now available for reinvestmentInvestment schedule is being organized by maturity date
 - d. **Spectrum Dues - Collection - June 1, 2026**
 - i. Spectrum check received per contract
- 5. Public Participation** - **Noted Guest Megan Reiners, 1653 Wilmington Pt., Bldg. - 20**

6. Committee Reports

- a. Variances – *Chris presented 17 Variances for signatures. High seasonal volume noted as residents begin spring/summer projects. All approved.*
- b. Farmhouse - *Marilee*
 - i. *Business Mailbox - Installed - Official Mailbox of the HOA Business Address 1611 Nantucket Dr.*
 - ii. *Review of Electric/Gas bill – shopping available options for lower monthly rate*
 - iii. *Raising fee for nonresident participation as costs keep increasing - card groups, etc.*
 - iv. *Glass tabletop - decide - Tempered - \$87 - Mark Motioned/Gary - motion passed*
 - v. *Library bookshelves – need secured*
- c. Lawn Care - *John*
 - i. *Resident feedback on the new lawn vendor has been strongly positive*
 - ii. *New crew has about twice the manpower and equipment of the previous vendor*
 - iii. *Similar wet spring conditions to last year acknowledged*
 - iv. *Broadleaf treatment was applied at the right time; Noticeable reduction in dandelions compared with prior years*
 - v. *Yard-waste handling--John has not run formal collection windows recently as material volume has been lighter, partly because Liberty cleaned up landscaping debris well. Possible coordination with Liberty trailers discussed for occasional disposal help*
- d. Snow Removal - *Dave & Mark - N/A*
- e. Beautification - *JoAnn –*
 - i. *Storm-damaged siding repairs completed by Buckeye Siding (\$400); Board noted Tower Lakes fulfilled its commitment to complete the repairs.*
 - ii. *The Board recognized volunteers for ongoing beautification efforts, including shrub removal and planned seasonal plantings at the Cape Cod gazebo area.*
 - iii. *Missing and non-compliant door numbers were discussed as a fire-code and safety concern; Board to review requirements and potential replacement options.*
 - iv. *Mailbox numbering issues, including missing, faded, and mismatched numbers, were reviewed; Unit Owners to ensure numbers are visible and readable.*

- v. A shutter replacement/repair list to be finalized. Affected unit owners will be contacted, and the list will be provided to Hunsinger Builders for repairs and replacements, with costs to be paid by the respective unit owners.
- f. Website – *Dave* –
 - i. *calendar updated the same day*
 - ii. Realtor-facing section proposed
 - iii. *Website traffic is up sharply because residents are accessing the events page and variance/policies page*
- g. Social Committee - *JoAnn* - *Poster for upcoming events and list on TL website EVENTS page*
- h. TL Times - *Gary* - Current Times – review of 4-page flyer
- i. Neighborhood Watch – *Gary*
 - i. Solicitors, Trespassing, and Community Security Concerns---Door-to-door pest-control solicitor reported by a resident around 4:00-4:30 p.m. Mark intercepted him and told him Tower Lakes has a no-soliciting rule Solicitor claimed he was just checking on nearby clients, but admitted knocking on multiple doors. Vehicle reportedly had no markings
 - ii. Mini-bike trespassing issue. Board member parked near Brandon’s model, photographed activity, and warned riders off the private property. Address 682 Bailey referenced when police were called. Since that intervention, no repeat activity had been noticed by Mark
- j. Trash - *Mark* - Rumpke Bill - Residents (Extra Pick-up Charge NO NOTICE)
 - i. The Board reviewed excess trash charges on May invoice resulting from unauthorized bulk-items disposal and extra pickups. Board will follow-up directly with identified unit owners to pay the extra-pickup fees and provide a community reminder regarding proper procedures for scheduling and paying for special pickups.
- k. Hunsinger Builders Liaison – *N/A*

Old Business

A. Spectrum Update

- ii. Residents praised improved TV service, clarity, and added features/apps--
-Golf Channel mentioned as an added benefit residents had not expected
- iii. Resident thank-you card reported savings of **\$1,700 a year**

B. Security Camera Update - Update

- iv. Review Security Camera Policy - Kaman Drafting policy (Update) –
Attorney Nick scheduled for a call on Friday, May 29
- v. Signage - for community
- vi. Security system vendor waiting on one final part for installation
 - i. Storm Damage - Update - Shutters - Replacement (see Beautification –
Progress)

New Business

A. Annual Meeting Preparation

- a. Secure Meeting Site - Berean Church - Dave Miller -
August 4 - 6:00 PM? Price?
- b. Prepare Power Point
 - i. List of Accomplishments

B. Board Members' terms expiring - Open Seats Section 11 of the Bylaws

- a. Notice to community - Procedures for residents wishing to run for
working Board

C. Process for official transfer of NEW BUILDS to the HOA when completed

- a. 1224 & 1222 Kittery Ct. (Mark to meet with Brandon Hunsinger)

D. Front Fountain – Initial discussion / pricing. Look at reducing chemical costs and help to control algae/moss problems.

Tower Lake Meeting Schedule

- l. The Board will meet the third Wednesday of the Month - 6:00 PM at the
Farmhouse
- m. Next Meeting Date
 - i. June 17, 2026

Adjournment - Approved with a motion by JoAnn Baker / seconded by Pat Lapczenski—
Treasurer. The motion carried.

~Chris Baldasare, Secretary 5/20/2026