

MEADOWS AT SHAWNEE HOMEOWNERS ASSOCIATION, INC.



**P.O. BOX 475
MILFORD, DE 19963**
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Fall Newsletter October 2023

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The Meadows at Shawnee HOA Board of Directors:

Mike Boyle, President: **Bob Sheats**, Vice-President: **Dan Marabello**, Treasurer:
Linda Steiner, Secretary: **Taylor Shunk**, Member (Grounds Comm. Chair): **Tom
Chilton**, Member (Architectural Comm. Chair): **Ellen Miller**, Member: **Bob Shinholt**,
Member

HOA President's Report

I hope everyone had a wonderful Summer and looking forward to enjoying Fall.

The Fall brings about many changes in our routines. Mother nature displays her spectacular palette of colors and ushers in cooler temperatures as days grow shorter during the next few months. And, now that kids are back in school, activities pick up with Saturday morning soccer games, the return of high school and college football games, Halloween, the change back to standard time, family gatherings at Thanksgiving, and the anticipation of the Holiday Season in December.

While all of these changes and demands on our time are occurring, the HOA is also making changes.

As you can see, this edition of the newsletter has a different look getting away from the double column format we have used for many years. Future editions may take on different formats as we look to find the best reader-friendly layout.

The postcard you recently received announcing the transition of The Meadows at Shawnee's (MAS) Fall 2023 Newsletter from a printed and mailed version to an on-line publication is available at any time to all residents on our HOA Website @ <https://meadowsatshawnee.com/community/index.html>.

The change to how we will deliver future newsletters achieves many objectives. It provides residents the ability to read the newsletter on-line at any time, simplifies downloading and saving to your device or to print for reading. It also allows for regular updates between editions providing more timely information on our community, on the city and actions of both counties that impact our daily lives. Publishing on-line also saves production time, provides flexibility, and saves on printing and mailing costs. However, these changes **will not** replace the mailing of the Annual Meeting announcements or other mailings directed by the HOA's By-Laws or its Declaration of Restrictions and Covenants. Also, we wish to establish a directory of email addresses, for those who wish to sign-up, allowing the HOA Board to provide residents with rapid announcements or alerts of important time sensitive events.

If you encounter any technical problems with this new format, please email the HOA, detailing the problem, @ HOA@meadowsatshawnee.com.

In this edition we present reports from the HOA Vice President, the Treasurer, the Secretary, and the Chairpersons from the Architectural, Grounds and Neighborhood Watch Committees.

As always, I encourage each homeowner to get involved with your HOA. Participate in our community Fall clean-up, join the Architectural, Grounds or Neighborhood Watch Committees and other HOA activities.

After a year of cost and material constraints our front entrance has been completed. In her report, Grounds Committee Chair Taylor Shunk will give a final review of the project, and the completion of repairs to the small pond. She will also give a brief update on the Ice Cream Truck Night.

We also provide information on the 6th Annual HOA Holiday Decorating Contest; some useful Milford telephone numbers; county and state government telephone numbers and, some City-wide scheduled Fall and Winter Events.

Like the newsletter, there may be some changes with members of our Board of Directors in the coming year. We also looked at the possible consequences homeowners may encounter should a time come when not enough homeowners seek election to our HOA Board of Directors. For long term consideration, we provide a preliminary estimate of what it could cost homeowners, in today's dollars, to hire a management company to manage the daily operations of our HOA should our Board of Directors become non-functional.

Lastly, the Meadows at Shawnee's HOA Newsletter is your newsletter, intended for the use of all of our residents. All are encouraged to submit articles of interest, neighborhood news, requests, photographs, suggestions, etc., that would be of general interest to all residents, related to our community, our city, the wonder of nature and perhaps even our pets! We welcome your submissions for our newsletter. Email ideas/articles to: Taylorshunk@gmail.com.

We hope you find this Newsletter informative. **Thank you.**

Mike Boyle, President, MAS Board of Directors

Board of Directors' Reports

Vice President

The Meadows at Shawnee is under the watchful eyes of our dedicated volunteers of the Neighborhood Watch. Plus, there are others in the community who look out for any unusual activities every day. I check-out every street daily in the morning and afternoon as I take my walks. The more we keep our eyes and ears open, the safer we will be and feel living in our home. Have a safe Autumn Season and enjoy the upcoming Holidays.

Bob Sheats, Vice President

Treasurer's Report

The Meadows at Shawnee HOA's financial posture remains strong for FY-2024. We finished FY-2023 on June 30th on budget. We currently have an outstanding annual assessment accounts receivable shortage of \$400, plus administrative charges and interest due for FY-2024. Our goal is to collect this balance due by the end of 2023.

Our major expenses during FY-2023 were: common ground maintenance; repair and replacement of the riprap culvert of the little pond; and completion of landscaping at the front entrance.

Dan Marabello, Treasurer

Secretary's Report

Meadows at Shawnee's HOA Board Meetings: The HOA's Board of Directors generally meet on the 2nd Wednesday of every other month from September through May. Meetings are held at board members' homes and start at 7:00 PM. Following are the dates scheduled for this fiscal year's remaining board meetings:

November 8, 2023 January 10, 2024 March 13, 2024 May 8, 2024

Our 2024 Annual HOA Meeting will be held on Wednesday, June 12, 2024 and will start at 7 PM. The place for the meeting has not been determined yet and that information will be posted on the HOA's website when finalized. In addition, postcards will be mailed to all homeowners in March of 2024 reminding everyone of the date, time and place of the meeting.

Notices of all upcoming meetings are posted on the Home and Community pages of the HOA's website @ (<https://meadowsatshawnee.com/community/index.html>) with the date, time and place noted for each meeting. Any homeowner that would like to attend a scheduled board meeting can make arrangements through Board President, Mike Boyle, by email to: mjboyle0944@outlook.com.

Additionally, the Board would like to establish a directory of email addresses providing the HOA Board the ability to send residents timely announcements or alerts of time sensitive items of interest. Any homeowners or resident wishing to sign-up please send me your email address to lsteinerhoa@gmail.com.

Wishing all our friends, neighbors and residents in the Meadows at Shawnee an enjoyable Fall season as we celebrate Halloween and Thanksgiving in a few short weeks.

Linda Steiner, Secretary

HOA Committee Reports

Architectural Committee



Planning on adding a deck, shed, fence or other construction other than normal maintenance to your home? If so, you need to complete and submit an Architectural Review Request which can be found on the Meadows at Shawnee website @ (<https://meadowsatshawnee.com/committees/architectural.html>). Upon opening the website select Committees, Architectural, then Architectural Request. You can fill out the request on line! For most projects it will speed up the

approval process if a plot plan is provided showing the location of the project as well as a sample picture of the materials being used.

The review form and related materials can be scanned and sent directly to me @ tchilto44@gmail.com or can be dropped off at my house at 38 Meadow Lark Drive. Please complete the form as neatly as possible in the event you need to be contacted regarding the application. Any project requiring a permit from the City of Milford will require an approved Architectural Review along with the permit application documents before Milford will issue the permit. If you have any questions, please feel free to email me.

Tom Chilton, Architectural Committee Chair

[Grounds Committee](#)



We have finally finished the overhaul of our community's front entrance! New stone curbing was added in the spring, and weed barrier fabric and river rocks were added in September by Walls Property Management. I think it looks great and I definitely recommend them for landscaping work. This is really going to eliminate A LOT of maintenance work for myself and other volunteers.

The stormwater retention ponds are still looking great thanks to the HOA's contractor Tributaries Ecological Restoration. Repairs to the small pond by the Sussex Conservation District came in under budget, resolving the erosion problem and controlling a heavier water runoff from the enlarged rip-rap swale.

Disposing of any yard waste or grass clippings into or near the ponds can cause algae to grow, in turn, costing the HOA money for remediation. More importantly, this is a violation of Delaware's Department of Natural Resources and Environmental Control (DNREC) regulations which could lead to fines for the offending party.

We can always use more volunteers for the Grounds Committee, if anyone would like to assist with the care of common grounds, please contact me, the Grounds Committee Chairperson, @ taylorshunk@gmail.com.

As a follow up to the last Ice Cream Truck Night that never was on Thursday, September 7th, Cup-R-Cone's truck developed mechanical problems some time prior to our planned night, but we didn't find out until I contacted the vendor, at 7:10 PM, only to be informed the truck would not be there! Too bad, there were about 40 people waiting for the truck's arrival. We have since parted ways with them and will seek a new ice cream vendor for next year. If anyone has a recommendation(s) for us to explore, please contact me @ taylorshunk@gmail.com.

Thank you for making our Ice Cream Truck Nights a success for the past two years. The HOA Board looks forward to doing this again next year.

Taylor Shunk, Grounds Committee Chair

[Neighborhood Watch Committee](#)



We have reached a point of critical need for new members to join our Neighborhood Watch. Like all of our HOA's activities, the Neighborhood Watch is comprised of residents who periodically patrol the community on a scheduled basis looking for unusual activities and reporting them to the Milford Police. The Neighborhood Watch is also mostly comprised of older residents and is in need of more resident participants. Are you a person who stays up late at night? Perfect, we can always use night "owls." New members joining the Neighborhood Watch will receive training from the Milford Police Department.

Members do not get into confrontational engagements but serve only as eyes for the police, especially after dark.

Porch Pirate Season

With the holiday season not too far off more of us than ever will be shopping on line for gifts. Unfortunately, we will also see a corresponding and significant increase in “porch pirate” theft. Everyone who has packages delivered to their home is a potential victim.

A recent national survey found that Delaware ranks as the **second highest state** for theft of packages delivered to the porch or front door step during the holiday season. Residents in the Meadows at Shawnee community have experienced thefts from porch pirates in the past and they increase each year.

The MAS Neighborhood Watch advises residents to take the following actions:

- Contact shippers (Amazon, UPS, FEDX, etc.) to set up a delivery time / window
- Ask a neighbor to be on the lookout for deliveries if you are not going to be home
- Be on the lookout for people and or vehicles following delivery trucks as this is a common practice of pirates
- And, if you see something suspicious, call the Milford Police at (302) 422-8081.

Dave Markowitz, Neighborhood Watch Committee Chair

MAS By-Laws authorize the Board of Directors to designate committees that shall meet at stated times or on notice to all by any of their own members. Each committee shall fix its own rules of procedure and exercise the powers of the Board, to the extent as provided in a resolution or resolutions, to administer designated actions of the Board of Directors. Interested homeowners are encouraged to apply to join one of the HOA's standing committees.

CITY ACTIVITIES and EVENTS



Milford City Council Meetings

The Meadows at Shawnee is located in the City of Milford's Ward 1. Milford Mayor Archie Campbell as well as our two Ward 1 City Council members, Mike Boyle and Dan Marabello, all reside in the Meadows at Shawnee.

The Milford City Council meets on the **2nd** and **4th Mondays** of each month at **6:00 PM** in the Council Chambers at the Milford City Hall, 201 South Walnut Street. All meetings are open to the public. Meeting agendas, with links to live meeting streaming, are posted on the city's website @ <http://cityofmilford.com/Archive.aspx>.

[Curbside Leaf Collection](#)



Milford provides leaf collection service beginning in late **October through early January**. Crews will inspect the entire City weekly for leaves placed out for collection. There is no need to call for scheduling. Each area will be collected once per week. Please ensure leaves are raked to the curb no later than 7:00 am Monday morning. Leaves must be free of debris and uncovered. Piles placed away from curb will not be collected. Due to the size of the City and collection equipment available, **collection may take several days** and will be subject to weather conditions and demand. Please *be patient* as our crews are working hard to provide this valuable service to the citizens of the City of Milford.

[The New Milford Police Station](#)



The new Milford Police Station is coming along on time and on budget. The anticipated completion is late October, with move-in during the first part of November.

An Open House is being planned for November for the public to see the new police station.

[Milford School Board Meetings](#)



The Board will hold a regular session meeting on the third Monday of every month. Whenever the regular meeting falls on a holiday or because of other conflicts, the Board will reschedule the meeting and post the change appropriately. Board meetings are usually held in the Milford High School Auditorium. To be sure of times and dates, please check the schedules @ <https://www.milfordschooldistrict.org/board-of-education>.

The Milford School Board meetings scheduled for the remainder of the 2023- 2024 school year:

October 16, 2023 November 20, 2023 December 18, 2023 January 22, 2024 February 2, 2024 March 18, 2024
April 15, 2024

[Meadows at Shawnee HOA Management and Operations](#)

[HOA Corporate Documents](#)

Curious about how our HOA is structured and managed, or requiring information on restrictions? Answers to these questions can be found in the HOA's Corporate By-Laws and Declaration of Restrictions available on line at the HOA's website @ <https://meadowsatshawnee.com/bylaws-and-restrictions.html>.

[The Cost of Hiring a HOA Management Company](#)

Currently some members of our HOA Board of Directors are 70+ years of age. Matters of health, or a sense that it's time to turn over the Board to younger HOA members, could result in some current members leaving the HOA Board during the next year. If that were to occur the impact on the HOA's functioning could be major.

HOA's do not run themselves, they require active homeowner involvement working for the benefit of the whole community.

If some day there arises a situation where the lack of an elected and viable Board of Directors to provide management and oversight exists, the only feasible option would be to hire a Property Management Company to assume daily operational functions of our HOA. However, engaging a management company will significantly increase homeowners' costs at least \$10 to \$20 *per month per house*, resulting in a \$120 to \$240 increase per year above the current \$160 annual assessment just to cover basic services. Additional services like sending out letters, holding annual meetings, preparing legal documents, collecting dues, paying bills and filing property liens, will incur additional costs per each occurrence. These are conservative estimates from the Community Associations Institute (CAI) of which the HOA is a member.

As homeowners in the Meadows at Shawnee, we are all part of a self-governing HOA that manages its own daily operations. It's important that we, as homeowners, continue to maintain a close affiliation with the HOA for our future and our community's continued success. As your HOA president, I am asking you the homeowner to step up and become more engaged and participate in our community. Volunteer, join a HOA Committee, or consider running for a seat on our HOA Board of Directors at our Annual Meeting in June.

If you are thinking of someday running for a seat on the Board of Directors, as president of the HOA, I offer you an opportunity to "shadow" the Board by attending regular meetings. This will enable you to gain an understanding of how our HOA operates, our governing documents, and the state of Delaware statutes (Title 25, Chapter 81) that provide guidance and set the rules for governing common interest communities like HOAs. If interested or just curious about your HOA contact any member of the Board of Directors, or me directly @ mjboyle0944@outlook.com.

[2023 Home Sales in the Meadows at Shawnee](#)



There have been four (4) homes that sold in the development this year and as of this printing, there are no homes "For Sale" in MAS. Over the past few years, the values of the homes in the Meadows at Shawnee have steadily increased with selling prices during 2023 ranging from \$320,000 to \$415,000.

As any realtor will tell you, curb appeal is an important factor when selling your home. On that note, the Board is urging homeowners to please maintain your home's overall appearance by adhering to a few restrictions and suggestions as follows:

- Keep all trash receptacles hidden from view from the street;
- Do not park cars on the lawn;
- Keep lawns neatly mowed and grass clippings should not be left in the street;
- Do not store bicycles, trash receptacles, garden supplies, toys or other clutter in the front or side of your home;
- And most importantly, remove the green algae from the vinyl siding on your home once it appears.

Please be considerate of your neighbors and do your part to keep your home in a neat condition for the sake of your home's value and the benefit of the whole community. Thank you for your cooperation.

Lastly, to all our new homeowners, welcome to the neighborhood!

Meadows at Shawnee Community Activities



The Meadows at Shawnee will conduct its Fall 2023 cleanup of all common areas in the development on Saturday, **November 4, 2023, at 9:00 AM (rain date November 11th)**.

Volunteers, please meet at either the front entrance at Rehoboth Blvd. or the Kirby Road rear entrance. Bring a trash bag and gloves.

In the spring, we had a lot of early birds so there was no cleanup by 9am. We had some disappointed neighbors who wanted to help, please start at 9am.

Dates and times will also be posted in advance on the HOA website, the HOA's Facebook page, and on **Nextdoor**.
Thank you!

2023 Holiday Decorating Contest



The Meadows at Shawnee HOA will hold its 6th Annual Holiday House Decorating Contest to select the neighborhood's best decorated house for 2023. **Judging will take place between December 14th and 17th.**

Contest winners will be posted on the HOA's website and **prizes awarded on December 20th**. Lawn signs and gift certificates from local merchants

will be awarded to the top three (3) winners as selected by a panel of judges.

Any resident interested in serving as a judge, please text or call Bob Shinholt at: (302) 858-6507 **no later than December 10th** to get on the judges' list. The only contest stipulation is that judges' *houses are not eligible to participate in the contest.*

Preventing Carbon Monoxide Poisoning

As you transition to spending more time indoors and less outdoors as fall and winter arrive, don't forget to be aware of the potential increased risk of carbon monoxide poisoning. Carbon monoxide, or CO, is a particularly dangerous poisonous gas because it is colorless and odorless. Its symptoms are headache, nausea, and dizziness that could lead to permanent brain damage or death.

Carbon Monoxide can quickly build to lethal levels in enclosed and even partially enclosed spaces with doors and windows open. The Community Associations Institute (CAI) (<https://www.caionline.org>) advises us to be aware of sources of CO poisoning and to prevent exposure to it in your home by taking the following precautions:

- **DO NOT** use portable generators indoors, including in garages, carports, storage sheds, even with doors and windows open

- *DO NOT* operate pressure washer engines indoors
- *DO NOT* use portable fuel-burning camping equipment or burn charcoal indoors
- *DO NOT* leave a car running in a garage, even with the garage door open
- *ALWAYS* hire qualified professionals to install new furnaces and appliances

Install Carbon Monoxide detectors throughout your home, especially in hallways near sleeping areas, and follow the manufacturers' instructions for testing and replacing. Keep detectors unobstructed by furniture or draperies.

Some Upcoming Fall and Winter Events

- **Milford Riverwalk Farmers Market**
 - ❖ Each Saturday, Until October 28th from 9 AM – 1 PM
 - ❖ **The Fall Farmers Market** (last of the year)
On the Riverwalk, Saturday, November 18th from 9 AM – 1 PM
- **Second Street Players at the Riverfront Theater - 2 S. Walnut Street**
 - ❖ **A Christmas Carol: the Musical** – November 24 – 26, and December 1 – 3
 - ❖ **Tickets @ <http://www.secondstreetplayers.com/>**
- **Thanksgiving – Thursday November 23rd**
- **Small Business Saturday - November 25th**
 - ❖ Downtown Business District – 9AM – all day
- **Santa Claus Arrives – November 25th**
 - ❖ Santa House, S. Walnut St. – 11 AM – 2 PM
- **35th Annual Holiday Craft Show**
 - ❖ Presented by the Auxiliary of Carlisle Fire Co
 - ❖ At the Carlisle Fire Hall, 615 NW Front Street
 - ❖ Sunday, November 26th from 9 AM - 2 PM
 - ❖ \$ 1 admission
- **4th Annual Outdoor Christmas Market & the 18th Holiday Stroll**
 - ❖ **Saturday, December 2nd: 3 – 8 PM**
 - ❖ S. Walnut Street & the Riverwalk Farmers Market Park
- **Christmas Day, Monday, December 25th**
- **New Years Day, Monday, January 1st, 2024**

City, County and State Contact Information

Useful Milford Telephone Numbers

Police Department (Emergency): 911
(non-emergency): 302-422-8081
Carlisle Fire Company: (Fire, EMS & Ambulance):
302-422-8001
Chesapeake Utilities: (Leaks, Odor & Emergencies):
1-800-427-2883

City Hall: 302-422-1111

- Mayor – Archie Campbell
- City Manager – Mark Whitfield
- City Clerk – Terri Hudson

Building Inspections/Permits: 302-424-8396
Code Enforcement/Licensing: 302-424-8396
Customer Service: 302-422-6616

- **Missed** Trash, Recyclable or Yard Waste
- Tax & Utility bills
- Set up/disconnect service
- Property Assessment

Economic Development: 302-725-2068
Finance Department: 302-424-5140
Human Resources: 302-422-1110
Parks & Recreation Department: 302-422-1104
Planning & Zoning Department: 302-424-8396

- Building Inspections & Permits
- Code enforcement & Licensing
- Planning & Zoning

Public Works Department: 302-422-1110

- Electric (Power outages, street lights)
- Solid Waste (Refuse collection)
- Streets & Sidewalks (Street drains; sidewalk repairs)
- Water & Sewer (Water leaks, discolored water, sewer back-ups)

U.S. Representative: Lisa Blunt Rochester -
302-858-4773

County & State Government Contact Info

Kent County: <https://kent400.co.kent.de.us>

Levy Court (County Council) Administration:
General Number -302 744-2300
County Parks and Recreation: 302-744-2495

Sussex County: <https://sussexcountycle.gov>

Sussex County Council: 302-855-7743
County Administrator: 302-855-7742
Property Taxes (pay bills) 302-855-7871
Board of Adjustment: 302-855-7824
Recorder of Deeds: 302-855-7785
Register of Wills: 302-855-7875
Environmental Services: 302-855-7730
Sussex County Sheriff: 302-855-7830

Delaware State Government: <https://delaware.gov>

Office of the Governor: John Carney -302-744-4101
General Assembly: 302-744-4200
Dept of Education: 302-735-4000
Dept of Justice: The Attorney General:

- Civil Division: 302-577-8400
- Fraud & Consumer Protection – 302-683-8800
- Criminal Division 302-577-8500

Dept of Elections: 302-302-739-4277
Dept of Finances: Licenses & Taxes: 302-577-8987
Dept of Health & Social Services: 302-255-9040
Dept of Labor (Unemployment Insurance): 302-761-8446
Dept of Natural Resources (DNREC): 302-739-9000
Dept of Transportation: 302-760-2080

U.S. Senators: Christopher Coons – 302-736-5601
Thomas Carper – 302-674-4773



The Board of Directors of the Meadows at Shawnee Homeowners Association and Committee Chairpersons wish all residents of our community a joyous and Happy Thanksgiving.

*Mike Boyle, Tom Chilton, Dan Marabello, Dave Markowitz, Ellen Miller, Bob Sheats,
Bob Shinholt, Taylor Shunk, Linda Steiner*

