

Reserve at Pilottown HOA Board Minutes

March 16, 2026

Present: Karen Fleck, Beth Wells, Larry Firment, Karen Potocki

Storm Debris on Common Ground

A homeowner requested reimbursement for the professional removal of fallen tree debris from HOA common property. The Board clarified that the HOA does not manage the wooded area near the wetlands and the stormwater management pond. While the Board appreciates the homeowner's initiative in clearing the area, it was noted that the HOA is responsible for managing and contracting work on common grounds. Because the work was arranged independently, the Board is unable to provide reimbursement.

Bioretention Maintenance

A homeowner requested assistance with damaged trees and shrubs located within a bioswale on their property. The Board clarified that while the HOA maintains an easement for the central drainage pipe and provides annual mulching to ensure water flow, the land and its plantings remain the homeowner's responsibility. Consequently, the maintenance and removal of private landscaping fall to the individual property owner.

Meeting with Sussex Conservation District

The Board met with Hunter Reynolds, Maintenance Inspector for the Sussex Conservation District, to evaluate the health of the pipes and drainage system within the bioretention swales. Mr. Reynolds recommended that the center of the swale remains clear of plantings to ensure roots do not penetrate or damage the pipes.

Action: Karen Fleck will summarize Mr. Reynolds' recommendations for appropriate bioretention swale maintenance and plantings. This document is available on the [HOA Website](#).

The meeting was adjourned.