

Reserve at Pilottown HOA Board Minutes

April 6, 2026

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

- All present reviewed and approved the Tributaries estimate to do an Aquatic Herbicide application three times a year in the bioretention swale, do an annual port inspection with a report, and cutting of volunteer shrubs, trees and suckers.
- Beth Wells will contact the owners of 312 and 316 Captains Circle to let them know that D&R will be coming in to remove the three volunteer trees in the bioswale at the rear of their property.

D&R will remove these volunteer trees and clean up the area around the mailbox cluster for limbs that were damaged due to the blizzard. They will also trim and tie up some arborvitaes that were damaged during the blizzard.

- All present reviewed the DRAFT Capital Reserve Study prepared by the Whayland Consulting Group. We had some minor changes to be completed before we signed off and made final payment. Karen Fleck volunteered for the task.
- Karen Fleck had committed to write an email to the homeowners regarding the bio retention ownership, and its care /maintenance at our March 16th Board meeting. The Board reviewed her draft and gave their input. She will include what is recommended by Sussex Conservation at a recent visit. Karen will also include that the HOA is responsible for ensuring the swales remain functional, unobstructed, as laid out in the bylaws. She will send via email and then post the information on the website.
- As noted in the meeting notes with Sussex Conservation District, the stormwater management pond needs repair to the outflow area where the soil is being undermined by the draining. The Board decided to address the issue in 2026 to ensure it does not get worse and cost more money to fix. The Board will secure 2

estimates and discuss the best approach for the repair. This should be a onetime repair and will come out of the Capital Reserve.

- When Karen and Larry were getting estimates for the stormwater management pond outflow, it was noted that part of the bank has fallen into the pond in the area of the forebay by the Fleck's and Davison's. To prevent further erosion, the Board determined the area should be fixed at the same time as the outflow area if possible. The Board will secure 2 estimates and discuss the best approach for the repair. This should be a onetime repair and will come out of the Capital Reserve.
- The Board discussed a request from a homeowner regarding putting up a fence on their adjacent empty lot and wanted to know where they could put it. After much discussion regarding the bylaws and restrictions, the Board agreed to go take a look. Ultimately, the Architectural Review Committee will make a recommendation for the Board to review before a possible fence is erected.

The meeting was adjourned.