

# Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

November 2014



## SHLOA BOARD OF DIRECTORS

President	Mary D'Ovidio
Treasurer	Rick Roscoe
Vice President	Kathy Craig
VP Roads, Acting VP Common Facilities	Roger Brown
VP Communications	Rick Inclima
VP Common Facilities	<b>VACANT</b>
Secretary	Mary Oldham

## SHLOA BOARD MEETINGS

A notice announcing the Date, Place & Time of a Board Meeting will be placed on the bulletin board at the mailboxes approximately 10 days before each meeting. If you have any questions, please contact a board member.

## TO CONTACT THE BOARD

Please address all issues to the Board in writing. Send your correspondence to:

SHLOA  
65 Audubon Road  
Hedgesville, WV 25427  
e-mail: [sleepyhollowhoawv@yahoo.com](mailto:sleepyhollowhoawv@yahoo.com)

## EMERGENCY NUMBERS

**FIRE or Emergencies: Call 911**

<b>Morgan County Sheriff Non-emergency</b>	<b>304-258-1067</b>
<b>Berkeley County Sheriff Non-emergency</b>	<b>304-267-7000</b>
<b>State Police/Martinsburg</b>	<b>304-267-0000</b>
<b>State Police/ Berkeley Springs</b>	<b>304-258-2101</b>
<b>Div. of Natural Resources; Enforcement</b>	<b>304-267-0037</b>

**\*\*\*Remember, SHLOA is not a law enforcement agency\*\*\*  
Call the proper authorities when you need help.**

# Sleepy Hollow Snow Plowing Policy

Yes, it is that time of year again when Old Man Winter settles in and gets our attention! Some of us might say it's a winter wonderland; while others of us might just consider it an unwelcomed headache. Either way, it's coming whether we like it or not. Therefore, to keep you informed we are republishing our snow removal policy and providing some helpful tips to help keep our community roads passable for all.

SHLOA follows a long-established policy regarding the plowing of roads during winter weather. The policy clearly states that roads are plowed whenever the depth reaches 3 inches anywhere in the development. We have unpaid volunteers checking on snow depth throughout the community especially in the problem areas. If the depth is not 3 inches, our longstanding policy is that we do not plow due to our limited plowing budget.



## How You Can Help This Winter

- Please** remove all vehicles from the roadway to facilitate plowing and treatment of road surfaces;
- Please** do not park in cul-de-sacs because plow trucks need to turn around and need places to push snow;
- Please** do not attempt to plow roads yourself. This causes damage to the roads and could further impede drainage;
- Please** be patient with our contractors and the SHLOA Board; we are doing our best to provide these services;
- Please** check in on your neighbors for their safety.

## What can you do to help keep assessments low???

### Sign up to receive the SHLOA Newsletter via email!

You can help SHLOA reduce the cost associated with printing and mailing our quarterly newsletter by signing up to receive the SHLOA Newsletter by email. The money saved will be used for other pressing needs such as road maintenance and repair.

Simply email us at [sleepyhollowhoavv@yahoo.com](mailto:sleepyhollowhoavv@yahoo.com) and put "NEWSLETTER" in the subject line. Please include your name, current mailing address, Section & Lot number(s), and email address in the body of your message. You will then be added to our growing list of residents who have chosen to receive quarterly SHLOA Newsletters directly via email. SHLOA respects your privacy and will never sell or use your email address for any non-SHLOA purpose.

There are approximately 100 SHLOA residents who have signed up to receive the SHLOA Newsletter by email. Please join your neighbors and help us keep you informed in a cost-effective and environmentally sustainable way. Please sign up today!

# FROM THE BOARD

## **A MESSAGE FROM YOUR PRESIDENT**

### **SHLOA Maintenance Lot**

For several years SHLOA has stored salt and cinder at a lot on Audubon Road near Turtle Drive. This has saved us a great deal of money over the years because the contractor who plows our roads has the material needed during the winter within the community and does not have to drive back and forth to Martinsburg during a snow storm to pick up the supplies to treat our roads. During that time there were no complaints and the roads were treated as soon as possible.

A few residents have complained to the Board that the new owner of this property has cleared the lot for non-residential use. This is not the case and nothing in our bylaws or covenants restricts a lot owner's right to cut trees or grade their property. The new owner has agreed to lease SHLOA the property for 6 months so we will continue to have access to the salt and cinder this winter. SHLOA will still need to remove the supplies we had been allowed to store there after this winter when the lease is up. But where do we put them; at the ball field? Unfortunately we do not own another lot for this purpose.

Therefore, the Board is going to try and find an empty lot that we can purchase or lease for a Maintenance Lot to store supplies and maybe some equipment that will be used during the winter for plowing or during the three to four weeks that the roads are being graded in the summer. We need to store these supplies within the community so that during a snowstorm the contractor does not have to spend precious time driving to get the salt for Audubon or the cinder for the dirt roads. That time and expense is much better spent plowing and treating our roads rather than fetching supplies during a storm event.

It is spelled out in our documents and with advice from our lawyer that SHLOA can use one of the properties within the development that we own or lease for a Maintenance Lot. We will let you know what happens with this plan in the next newsletter and on our website. If you have any suggestions for the board about this important subject, please contact a Board member or email your suggestion to [sleepyhollowhoawv@yahoo.com](mailto:sleepyhollowhoawv@yahoo.com).

Mary D'Ovidio  
President

## **A MESSAGE FROM YOUR VICE PRESIDENT**

This newsletter finds me in my new position of Vice President. I am looking forward to my new position and continued work with the other members of the Board. I have only been on the Board for a few months and have learned a great deal about our community and how much work is involved in keeping Sleepy Hollow the great community it is. Please consider getting involved, volunteer during clean-up day, help your neighbor, run for an office in the upcoming election, vote, or attend a Board meeting. There are many opportunities to get involved. It is our community and everyone has a part in making it a place we all want to live.

Kathy Craig  
Vice President

## **A MESSAGE FROM YOUR VICE PRESIDENT OF COMMUNICATIONS**

Like everything in life, the cost of maintaining our community continues to climb. The prices for material, equipment, fuel and labor have all increased over time. The wear and tear on our roads, dam, and common facilities has also increased over time; yet your Board has thus far been able to maintain assessments at the current level. While a future adjustment in annual assessments cannot be ruled out, your Board continues to consider that an action of last resort.

While we can't control price increases for goods and services, there are some areas where we can control costs and further reduce expenditures. One of the simplest and relatively pain-free areas for additional cost reductions can be realized with SHLOA communications. Approximately two years ago, we established the SHLOA website ([www.shloa.com](http://www.shloa.com)) and reduced the number of mailed newsletters from 4 to 2 per year. Two newsletters are currently published only on-line, saving the SHLOA community over \$1,000.00 in annual postage and printing costs.

Last year, we instituted a process for email distribution of the SHLOA Newsletter, reducing postage and printing costs even further. Ultimately, our intent is to reduce the annual cost of producing the newsletter to zero (\$0.00) by transitioning to a fully electronic format (i.e., email and web posting only). The current and future savings will be put towards road maintenance, insurance, taxes, licenses, permits and other budgeted items whose increases we cannot control. This will help us keep our annual assessments affordable for all!

Finally, beginning in 2015, we will adjust our newsletter publication schedule to eliminate the need for a separate "Call for Resumes" mailing ahead of the annual elections. We will publish the "Call for Resumes" in the 1<sup>st</sup> Quarter Newsletter (Feb. 2015) and mail or email same to all owners. We will also publish and mail (to those not on the email list) the 2<sup>nd</sup> Quarter Newsletter (May 2015) which will include resumes from candidate for SHLOA office. The remaining 3<sup>rd</sup> and 4<sup>th</sup> Quarter Newsletters will be published on-line only and of course emailed to those who have signed up.

Thanks to the 100+ owners who have already signed up to receive the newsletter electronically. Please join them and sign up to receive future SHLOA Newsletters by email. See the notice on page 2 for sign-up directions. The money you save will be your own!

Rick Inclima  
VP Communications

## **A MESSAGE FROM YOUR TREASURER**

We continue to work on the 2015 budget. Our goal is to continue providing services without raising assessments.

During the months of September and October we have been able to reduce the delinquent assessments in the amount of \$6,081.88. We will continue to work our way down the list with the hopes of continued reductions. The list has been reduced to 36 owners, a little more than half, in just a few years. We believe with the current policy and related efforts that we will be able to substantially reduce the delinquent accounts in the next year.

Rick Roscoe  
Treasurer

## BUDGET

ALLOCATIONS	2014 BUDGET	2015 PROPOSED BUDGET
<b>INCOME</b>		
2015 HOME OWNER'S ASSESSMENTS	\$114,300.00	\$114,300.00
MISCELLANEOUS INCOME	\$300.00	\$300.00
OPERATING INTEREST	\$100.00	\$100.00
<b>TOTAL INCOME</b>	\$114,700.00	\$114,700.00
<b>2014 RESERVE ALLOCATIONS</b>		
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$17,145.00
EMERGENCY FUND	\$11,430.00	\$11,430.00
<b>TOTAL RESERVE ALLOCATIONS</b>	\$28,575.00	\$28,575.00
<b>FIXED EXPENSES</b>		
INSURANCE/TAXES/LICENCES/PERMITS	\$4,500.00	\$4,500.00
STORAGE	\$600.00	\$600.00
PHONE AT LAKE	\$450.00	\$500.00
LIGHTS AT BALLFIELD AND LAKE	\$270.00	\$270.00
RELIEF STATIONS	\$1,000.00	\$900.00
COMMUNICATIONS	\$1,950.00	\$1,400.00
ANNUAL ELECTION/MEETING	\$450.00	\$450.00
<b>TOTAL</b>	\$9,220.00	\$8,620.00
<b>ADMINISTRATIVE</b>		
ADMINISTRATIVE/OFFICE SUPPLIES	\$300.00	\$150.00
COMPUTER, SOFTWARE, OFFICE EQPT	\$400.00	\$250.00
LEGAL FEES	\$4,500.00	\$4,500.00
TREASURERS/ACCOUNTING/INVOICING	\$3,700.00	\$3,700.00
<b>TOTAL</b>	\$8,900.00	\$8,600.00
<b>ROADS</b>		
UNPAVED MAINTENANCE	\$14,000.00	\$14,000.00
PAVED MAINTENANCE	\$10,000.00	\$10,000.00
UPGRADES	\$8,500.00	\$8,500.00
SNOW REMOVAL	\$11,500.00	\$11,500.00
<b>TOTAL</b>	\$44,000.00	\$44,000.00
<b>COMMON FACILITIES</b>		
LAKE ATTENDANT	\$4,500.00	\$4,500.00
LAWN CONTRACT	\$6,100.00	\$6,100.00
MAINTENANCE	\$4,000.00	\$3,000.00
<b>TOTAL</b>	\$14,600.00	\$13,600.00
2014 RESERVE FUND	\$9,405.00	\$11,305.00
<b>TOTAL 2014 - 2015 BUDGET/EXPENSES</b>	\$105,295.00	\$103,395.00

## **A MESSAGE FROM YOUR VICE PRESIDENT OF ROADS**

Roadwork for the 2014 season is winding down. Our contractor recently delivered and spread approximately 140 10-ton loads of shale on our unpaved roads to take care our most pressing needs before winter. Additional drainage/culvert work was also included and completed as part of the contract.

Also, our paving contractor completed repairs to some of the worst areas of Audubon Rd. Most of these improvements were more than the mere filling of potholes. These repairs included complete removal of the existing asphalt, the installation of new subgrade, and repaving the entire area from curb to curb. SHLOA is also working to develop a long-term comprehensive roads plan to address future needs.

Roger Brown  
VP Roads

## **SHLOA Volunteers Repair Pavilion at Ball Field**

On Saturday, September 20, 2014 about a dozen volunteers from the community, including members of the Board of Directors, rolled up their sleeves and donated their time and energy to replace the façade on the ball field pavilion. The original façade was severely damaged by weather and insects and both faces needed to be replaced to prevent structural damage and improve the overall appearance of the pavilion.

SHLOA supplied the raw materials and these good neighbors supplied the muscles and the know-how. At 9:00 a.m. community volunteers came bearing power tools, pick-up trucks and a plan of action. Work teams were quickly established and the process of preparation, demolition and reconstruction began.

It is said that many hands make light work. Some volunteers wielded hammers while others wielded spatulas, the latter group providing a wonderful lunch and refreshments as work progressed. It was a great day to spend time with neighbors and friends, and to do a good deed for the community we all call home.

After the short respite for lunch, the pavilion again became a beehive of activity. Cleaning up lunch and cutting up lumber, the volunteers made quick work of the remaining tasks and the job was completed by early afternoon.



Please join us this spring for Clean-up Day 2015 when we will stain the pavilion and make other improvements to the community. Watch for further information on the web at [www.shloa.com](http://www.shloa.com).

## 2015 Assessment Notices

SHLOA Lot Owners' Assessment Notices will arrive in your mailbox soon. The \$250.00 per lot assessment is used to plow snow and maintain our roads, dam, and common facilities; pay legal and attorney fees; and pay mandatory state inspection fees, insurance premiums, etc. Additionally, pursuant to the bylaws, 10 percent of annual assessment income is set aside in the Emergency Fund and 15 percent in the Capital Improvements Fund. (See proposed 2015 Budget on page 5)

Thank you for doing your part, and remember to take advantage of the \$25.00 reduction for early payment!

### WEST VIRGINIA CODE – Firearms

#### **§20-2-58. Shooting across road or near building or crowd; penalty.**

*(a) In addition to any other prohibitions which may exist by law, it shall be unlawful for any person to shoot or discharge any firearms:*

*(1) Across or in any public road in this state, at any time;*

*(2) Within five hundred feet of any school or church; or*

*(3) Within five hundred feet of any dwelling house: Provided, That a person who is a resident of a dwelling house, and his or her authorized guest, may shoot or discharge a firearm in a lawful manner within five hundred feet of the dwelling house where the person lives, if the firearm is being discharged with the express or implied knowledge and consent of all residents of that dwelling house, and no other dwelling houses are located within five hundred feet of where the firearm is discharged; or*

*(4) On or near any park or other place where persons gather for purposes of pleasure.*

*(b) Any person violating this section is guilty of a misdemeanor and, upon conviction thereof, shall be fined not less than fifty dollars nor more than \$500 or confined in jail for not more than one hundred days, or both fined and confined.*

*(b) Notwithstanding the provisions of subsection (a) of this section, any person operating a gun repair shop, licensed to do business in the State of West Virginia and duly licensed under applicable federal statutes, may be exempted from the prohibition established by this section and section twelve, article seven, chapter sixty-one of this code for the purpose of test firing a firearm. The director of the Division of Natural Resources shall prescribe such rules as may be necessary to carry out the purposes of the exemption under this section and section twelve, article seven, chapter sixty-one and shall ensure that any person residing in any dwelling home within five hundred feet of such gun repair shop be given an opportunity to protest the granting of such exemption.*

*(Note: WV Code updated with legislation passed through the [2013 1st Special Session](#). The WV Code Online is an unofficial copy of the annotated WV Code, provided as a convenience. It has NOT been edited for publication, and is not in any way official or authoritative.)*

SHLOA reminds residents and guests that Sleepy Hollow is a family-oriented community with lots of children and pets. Please obey all firearms and hunting laws and practice gun safety. Also, be sure to wear plenty of Blaze Orange outerwear as required by law whenever you are hunting or hiking. Please have a safe warm winter, and Happy Holidays to all!

SLEEPY HOLLOW  
LOT OWNERS ASSOCIATION, INC  
65 Audubon Rd.  
Hedgesville, WV 25427