



August 2018

Message from the President

Summer's end is near and brings with it the promise of stunning Pennsylvania fall colors. There were significant changes in the Manor this summer, including the decision to contract grass cutting and adjust our pool registration. Initial glitches gave way to new routines around the neighborhood, and both are running fairly smoothly.

Following the resignation of a board member, Sally Shipley agreed to fill the vacancy, via Board appointment, until the March election. This will be especially helpful during our budget process because of her knowledge of the financial history of the Manor.

We are starting to solicit bids for services for 2019, and the Finance Committee will soon meet to begin building the budget. Susan Moran is integral to the process, and I ask that you kindly respect the Wednesday quiet time, as she will be working on financial statements, the bones of the budget and important, tedious paperwork. Frequent interruptions will make her work that much more difficult. Thank you.

Having two one-year old puppies has made for an interesting and hectic summer for me. It has also given me the opportunity to be out and about meeting many neighbors that I had not known before. We have such a diverse and fun neighborhood. Please, if you see me out training the pups, stop and say hi. The pups have graduated to "Distance and Distraction," and meeting you will give them the opportunity to learn to greet you respectfully (maybe).

Committee Reports

Architectural Control - Tim Miller, Chair: We have reviewed and approved over 20 projects for our neighbors so far this year. New windows and doors, garage doors and other improvements that continue to make our neighborhood a beautiful place. If you wish to do work on your home, please obtain the architectural request form at the office or on the website. You need to submit the form, proof that your contractor has liability insurance, drawings or pictures of what will be installed, including colors and estimated date for complete. The committee will review these items and may have additional questions or require modifications before approval.

Finance - Cathy Cartieri, Chair: We are currently soliciting bids for the various services we'll need in 2019. When these are in hand, the committee will meet to review bids, plan, and prepare the budget.

Maintenance - Len Kinter, Chair: McCoy Builders is beginning work on the decks on the 2018 schedule: 901, 903, 905, 907, 907, 909, 911, 502, 504, 506, 508, 510, 512 802, 804, 806, 808, 810, 812 SHD.

Arena Painting has finished painting for the 2018 season.

Please notify the office if you notice any exterior maintenance issues due to the recent rains.

We were notified by Aleppo Township that Sewickley Heights Drive road paving by Mele & Mele is expected to begin, weather permitting, August 20. SHMHA contracted with the same firm to pave the guest parking areas on Sewickley Heights Drive, concurrent with the Township road work. Parking will not be available at these guest parking areas during the construction. Aleppo Township and their contractor have the responsibility to maintain traffic control during the process. We are expecting to have concrete work at various locations starting within the next month.

Manor Landscape - Mike Kaszer, Chair: Bob and our landscape crew have finished tree trimming and removal; the staff will return to weeding beds and completing work orders. Sarver continues with grass cutting and will adjust according to the weather. The landscape committee submitted to the board guidelines for memorial trees, the first step in the process of establishing a policy. As a courtesy, we contacted Aleppo Township about our intentions to plant replacement ornamental trees in the islands along Sewickley Heights Drive. We plan to do this after the road project is completed. We supplied them with a list of our trees, as they will be removing trees at the upper end for the road project and will need to replace them. This will be my last report, as Betty and I are leaving SHM early next month. I want to thank everyone for their input and patience this year. We had a lot of challenges; however, the staff, board, contractors, and landscape committee worked together to serve our community to best suit its needs. It was a privilege for me to serve, and I had a great time doing so. Thank you to all!

Recreation - Tom Corbett, Chair: The Recreation Committee will be meeting in the near future to make some adjustments to our first year of operating the pool without lifeguards. We welcome any residents who would like to join the committee or just offer constructive input. Please contact Tom Corbett if interested. Come enjoy the final two weeks at the pool. We will be open until 8 p.m. Monday, September 3rd. The tennis courts and basketball courts remain open indefinitely.

Ridge Landscape - Tim Miller, Chair: All is well on the Ridge. The yards look great. As a reminder, everyone should have their lawn sprinklers turned on and running so that all the yards can be green and uniform. There will be 2 more lawn sprayings by Lark Lawn care this fall to help control weeds and provide fertilizer.

We hired Bartlett Tree service to review the large trees on the hill behind the homes on Rockledge to see if any are dying. The report should be back soon and we will update in the September newsletter.

Neighborhood News

Garage sale on Aug. 25, 8:30 to 2pm 304 Rolling Hills Drive

Good neighbors came together when a recently rescued dog, Blaze, slipped away from his owner on Timber Lane. Concerned folks quickly formed a posse of walkers, runners and drivers to search the Manor and beyond, finally locating the pup and returning him home in about 45 minutes. Teamwork well done!

As we prepare to change our method of distributing the Manor Messenger, we will soon be installing a metal mailbox that will hold the newsletters in a central location for pickup. Our neighbor, Lauren Moss, generously agreed to paint the box for us, and it looks terrific! It won't be installed until after the road and parking area paving is complete, so look for it in September near the Little Free Library.

Manor Wide Garage Sale

Saturday, September 15

9 AM - 2 PM

Cost to participate is \$10, which covers advertising and inclusion on the map, and is due to the Manor office by September 10. Once we receive your fee, your address will be added to the neighborhood map for shoppers.

Sale participants will also receive maps for distribution.

Feel free to serve/sell refreshments and post signs - just remember to remove the signs after the sale.

The garage sale is a fun (and potentially lucrative!) day in the neighborhood.

Did You Know?

Sewickley Heights Manor Homes Association is governed by the several documents each homeowner receives at closing when he/she buys a home in the Manor. What follows is a brief description of each.

Declaration of Covenants, Conditions and Restrictions, sometimes known as CC&Rs, and the **First Amendment to the Declaration of Covenants, Conditions and Restrictions**: The Declaration is the legal document that lays out the guidelines for SHMHA; the CC&Rs, filed with the property deed in Allegheny County, are legally binding. They define a variety of guidelines including membership in the Association, voting rights, property rights, assessments and their collection, architectural control, use restrictions, basic regulations and the authority of the Board to adopt additional rules and regulations. An example: **Article V Insurance. Each Owner shall keep the Unit now or heretofore situated on his lot insured against loss or damage by fire and such other hazards as are covered under standard extended coverage provisions and comprehensive public liability insurance...**

The **By-Laws**, adopted November 1, 1974, define the duties and powers of the Association, the frequency of annual meeting of members, along with quorum requirements and proxy allowance, the election process, the duties and powers of the Board of Directors, their structure and meeting frequency, methods for handling Board vacancies, formation of committees, establishment by the Board of assessment rates, fiscal year, and resolution of matters of dispute. An example: **Article XI Committees. The Association shall appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees and/or elect committee Chairpersons as deemed appropriate in carrying out its purpose.**

The **General Regulations Governing Buildings and Grounds**, written/revised by the Board of Directors and formally adopted in 1993, contains more detailed information about alterations, additions and other changes which are and are not permitted to buildings and grounds, as well as specific procedures to follow to obtain Board approval before making alterations, additions or changes to buildings and grounds. Some of the alterations discussed in the General Regs are deck enlargements, awnings, windows, doors and storm doors. An example: **7. Doors and Storm Doors. Doors and storm doors are a highly visible feature of units in the Manor and homes at the Ridge. As such. They must be strictly controlled. Any replacement door or storm/screen door must harmonize with the color, style, design and appearance of the existing door and with the doors of surrounding or adjoining units or homes.. Specific colors have already been established as the door color for any townhouse building in the Manor, any new storm/screen door must comply in color...**

All new homeowners are provided with a set of these documents at closing. They are a valuable reference when contemplating alterations to the outside of a home or to common area property, or when there is a question about protocol. If, for some reason, you no longer have them, they can be referenced at the SHMHA website, www.sewickleyheightsmanor.com, or a replacement set can be obtained, for a printing fee, at the Manor office.