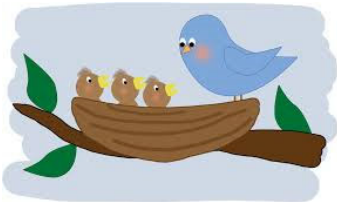


# HEATHERWOOD NEWS

2024

*Prepared by Kathy Logan and Bill Taggart*



*Spring*



*Summer*



**Cheri Buriak CMCA**  
**Community Manager**  
**Direct: 201-514-7991**

**Heatherwood HOA**  
**c/o FirstService Residential**  
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**24/7 Customer Care Center: 800-870-0010**

## *Board of Trustees*

### PRESIDENT'S MESSAGE

*Linda Parks*



As your newest President of the Heatherwood Homeowners' Association Board of Trustees, I would like to briefly introduce myself. My husband Frank and I live on Caserta Drive. Originally from the Philadelphia/South Jersey area, we lived in Vermont for 30 years. We moved here in October 2020 to be closer to family and feel very fortunate to have found a lovely home in a beautiful community.

I have been on the Board just over 2 ½ years and assumed the President position last Fall after the General Election at the October Open Meeting. Fortunately, former President Rose Mary Colombo has remained on the Board to provide guidance and share her wealth of knowledge. All of our members work very hard to maintain Heatherwood's beautiful surroundings and to provide all of the administrative work involved in a private homeowners' association.

We have survived another winter with minimal plowing expense. This allows us to undertake other major maintenance or beautification projects. For example, last year, because we also had a mild winter, we were able to have the stones reset and general clean-up around the pond. If left untended, erosion can occur, resulting in even greater problems. Not to mention how much the pond adds to the landscaping and beauty of the community.

This year one project will definitely involve obtaining an assessment of the extent of the bending and warping of the wire fencing inside of the white fencing, needed repairs and the cost. This is a result of some observant residents noticing problems in a few areas.

This Spring/Summer Newsletter is the last one before the October Open Meeting, which includes

elections to the Board of Trustees. I know it has been said before but (and I am quoting Rose Mary), in order for Heatherwood to continue to be a vibrant community and maintain its exceptional reputation, we must have individuals who are willing to volunteer their time. There will be 2 positions up for election for 2-year terms. Our designated Community Manager from FirstService Residential, Cheryl (Cheri) Buriak, does much of the work and coordination of many projects, including (but not limited to) obtaining bids, invoice processing, and timely follow up on homeowner questions and issues. This certainly lightens the load on the Board, but critical final financial decisions are the responsibility of the Board of Trustees. It is incumbent upon the Board to define and make the decisions on needed projects and overall maintenance and the related bids. And all of this impacts the yearly Association fees.

Current members would be happy to speak with anyone interested in discussing what the positions involve. Whether you have been in Heatherwood for a long time or are a recent resident, we would be glad to hear from you. Please email Cheri and she will arrange for you to speak to a current member.

It is a privilege to be President of the Heatherwood Board of Trustees.

The Board of Trustees wishes everyone a happy, healthy, and safe Summer.

### **FINANCIAL REPORTS**

*Jim Sherry, Treasurer*



The current Financial Brief as of February 2024 is included later in this Newsletter.

Residents are also reminded that complete financial reports are posted on the Heatherwood website each month, where they can be viewed by all homeowners who have requested the password.

### **OPEN MEETING APRIL 25, 2024.**



Heatherwood's first Open Meeting of the year was held at the Washington Township Municipal Building, Sewell, NJ.

Following the Pledge of Allegiance and approval of the October 2023 Minutes, Treasurer Jim Sherry reviewed Heatherwood's financial status as of the end of 2023, as well as the 2024 Budget to date. A brief question-and-answer period followed, with explanations provided for all concerns. In summary, Heatherwood is in a very good budget position for the remainder of 2024.

There followed a number of ratifications of various expenditures paid from either our Operating or Capital Reserve Accounts. While the majority of the projects have already been performed and paid for, the Radburn Law requires the ratifications be finalized by a vote by each Board of Trustees member at an Open Meeting. Included were payment to JEM Electrical for replacement of lights, GFCI and time clock, Oberman and Company, CPA, to perform audits for 2023 and 2024, Marksmen Fall leaf cleanup, one extra year-end mowing and one snow removal, BQ Basements for repair of various sidewalks, Meinhart Tree for removal and stump grinding trees, and Bill Martin irrigation for winterization and repair of irrigation system.

Welcome Committee Chairperson Rose Mary Colombo reported that while we have had several new homeowners recently in Heatherwood, they had either wished to delay a welcome visit or declined. She noted the visits have been very positive in the past, both for committee members and the new homeowners.

Other Committee reports followed and specifics regarding each may be read elsewhere in this Newsletter.

President Linda Parks noted there are ongoing discussions regarding obtaining bids from landscape

companies for planting flowers and installing other decorations and lighting at one or both of our entrances, depending upon the season. In the past, this has been done by the Garden Committee and the reality is that there are not enough volunteers to accomplish these tasks, resulting in the necessity for hiring and paying contractors to design and install or simply do plantings with some guidance from one or more Garden Committee members. Those in attendance were encouraged to consider stepping forward to possibly take part in these important additions to the overall beauty of Heatherwood.

The Resident Forum included questions, answers and discussions regarding ARB inspections and violations, action being taken by the Board to enforce upkeep of individual properties as required by our Governing Documents, having Marksmen remove leaves from individual properties more frequently than just the end-of-the season leaf cleanup, the possibility of Township pickup of leaves currently being explored by the Board, issues with geese in the areas of properties on the pond, debris in storm drains which belong to the Township, and the use or lack of use of Heatherwood's own website, which is more comprehensive than that provided by FirstService Residential. The Resident Forum ended with a reminder regarding another Election on the horizon in October, as mentioned in the President's Message at the beginning of this Newsletter. There is not sufficient space in our Newsletters for meaningful discussions, which is why attendance at Open Meetings is always encouraged.

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## COMMUNITY MANAGER'S MESSAGE

*Cheri Buriak*



Happy Spring Everyone!

## ARB ANNUAL INSPECTIONS



The ARB will be conducting the Annual Inspection during the last two weeks of May.

If you are cited for any violations or maintenance issues, a letter will be mailed to you with very specific details on the area(s) that need addressing. The letters are intended to be constructive in nature and are being issued pursuant to the guidelines set forth in accordance with legal statutes and the Association's Governing Documents.

Should you have any questions or confusion about the notices and need an explanation please email me at [cheryl.buriak@fsresidential.com](mailto:cheryl.buriak@fsresidential.com). This is a vast undertaking for the ARB to inspect all 160 homes and it is not feasible for any of the members to come back just to point out areas.

As the letter states, **ALL RESPONSES MUST BE IN WRITING** and submitted to Management via email or regular mail. Phone calls are **NOT** an acceptable response.

All Homeowners are given 30 days to address any items and ask that you do so as soon as possible. **Once completed and only after all listed items on the notice are addressed, please let me know.** I will then be able to schedule the re-inspection so the notice can be closed out.

## LAWN CUTTING



All grasses will be cut to a 3.5-to-4-inch height in the spring and summer months to promote proper root growth and to avoid any damages. Edging will occur bi-weekly to the walkways, driveways, and curbs with a mechanical edger.

You are reminded that the process is as follows to report any damages to your property within 24 to 48 hours after the incident has occurred:

- The homeowner will email FirstService regarding the issue with a photo as proof.
- FirstService will contact Marksmen Landscaping with the photo as proof requesting immediate action.
- FirstService will monitor the progress until the issue is resolved.

### WEEDING



Marksmen weeds the common areas only. They are not required to hand weed mulch or stone beds around individual homes, as this is a homeowner's responsibility.

Marksmen also will weed whack around the homes, but they do not weed whack areas that could cause damage, such as the areas behind A/C units, gas, electric and sprinkler pipes, etc. Marksmen will only cut down grass or weeds that they can get with the weed whackers and will not hand weed behind obstructions. Again, these are a homeowner's responsibility.

### IRRIGATION



Please be mindful not to water on cutting days or should there be certain areas near your home that are saturated please place flags in those areas as a warning "**do not cut**" in order to avoid costly repairs. These small red flags can be purchased at any home improvement service center for a nominal fee.

### ARB APPLICATIONS



You are also reminded that an ARB Application must be submitted for approval of any improvements or changes to the exterior of your home or property. The Application must be submitted and approved prior to the start of any work. When submitting your Application, please be as specific as possible as to exactly what you are requesting. Best practice would be to include the drawings or plan provided by the contractor and a copy of your survey marked

up, thereby leaving no room for interpretation or questions which will slow the process.

Once you have completed and signed the application and included the specs from the contractor in one packet, you can then either scan the packet and email it to me or mail it to Heatherwood, C/O FirstService Residential, 1102 Broadacres Drive, Clementon NJ 08021. Please note: photos are not acceptable and office hours are by appointment only.

As always, I thank you for your continued cooperation and support!

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### SEASONAL REMINDERS

*Kathy Logan, Vice President*



Any issues regarding landscaping are to be directed to FirstService at the contact information found on page one of this Newsletter. BOT members or Marksmen Landscaping should not be contacted directly, nor should the landscape workers themselves be approached with specific requests or issues.

### TRASH AND RECYCLING



Heatherwood is a very breezy community **and overflowing recycling cans have resulted in numerous plastic bottles, cans and cardboard items being blown into our storm drains and retention/detention basins.**

**Please be attentive regarding loose items in the recycling cans.**

You are once again reminded that during a week in which one of the following holidays falls, **New Year's Day, Memorial Day, Independence Day, Labor Day and Christmas**, garbage and recycling pickup will be delayed **One Day**. If the holiday falls on the weekend, there will be **No Delay**.

This is also a reminder that Gloucester County conducts **Special Waste Collection Dates** each year, **all 8:00 AM – 2:00 PM, rain or shine** at these locations:

**Gloucester County Roads Department**  
1200 N. Delsea Drive (Route 47)  
Clayton, NJ

**Gloucester County Special Waste Complex**  
493 Monroeville Road (Route 694)  
South Harrison Township, NJ

For the collection dates remaining in 2024, check the Gloucester County website at...

<https://www.gcianj.com/county-recycling/household-special-waste/>

#### **MATERIALS ACCEPTED:**

Solvents, pesticides, cleaners, kerosene, herbicide, gasoline, turpentine, varnish, fertilizers, rat poisons, auto and floor care products, weed killers, lighter fluid, photo chemicals, pool chemicals, fire extinguishers, propane tanks and other gas cylinders, oil based paints, motor oil, antifreeze, fluorescent tubes, CFL bulbs & ballasts, lead acid, lithium, Ni-cad and ALL rechargeable batteries. (30 & 55 gallon containers require prior approval.)

#### **THE FOLLOWING MATERIALS WILL NOT BE ACCEPTED:**

Medical waste, infectious wastes, radioactive materials (including smoke detectors), explosives, and ammunition.

**NO LATEX PAINT WILL BE ACCEPTED.**

Participation is limited to Gloucester County residents. For additional information call 856-478-6045.

#### **LAWN CUTTING**



Please keep in mind our lawn cutting day this season is once again on **THURSDAY** afternoons. You are reminded that, as with snow removal, the process is as follows:

The homeowner will call FirstService using the contact information on the first page of this Newsletter regarding a particular issue.

- FirstService will contact Marksmen Landscaping.
- FirstService will monitor the progress until the issue is resolved.
- **As with snow removal, BOT members should not be contacted personally.**
- Homeowners should not interfere with the workers in any way, including tipping them, which is not allowed by Marksmen.

#### **IRRIGATION ISSUES CONTINUE...**



Here are a few helpful reminders that may help prevent lawn damage during the Summer cutting season:

Spray zones on the sides of your homes where swales are located should be monitored carefully to avoid saturation. Each home has different issues, depending on its exposure to sunlight and other factors such as direction of downspouts. If your swale is too saturated and you do not want the area to be cut, mark the swale with flags to signify that desire. Next door neighbors should find it helpful to address the irrigation issue together.

Lawns should be watered early in the morning. Watering at night should be avoided.

**Obviously, homeowners should avoid watering lawns on Thursdays.** Be sure your irrigation system is set for watering on "Odd Days Only," pursuant to Washington Township Ordinance.

## CONTRACTOR AND HOME SECURITY ALARM SIGNS



The season for outside projects has arrived and once again it is necessary to remind homeowners that **contractor signs may not be placed on properties either while work is being performed or left there after completion of the project.**

One security alarm sign may be placed in front and one in back of a home. The sign in front is to be placed in the flowerbed or attached to the mailbox post. The sign in the rear of the home is to be placed in the flowerbed.

### OUR HEATHERWOOD WEBSITE

*Kathy Logan, Vice President*



While FirstService Residential provides a website for Heatherwood, our own Heatherwood website, [www.heatherwoodnj.com](http://www.heatherwoodnj.com), continues to offer a wealth of information that is not only useful, but easily acquired. In addition to our Governing Documents, it contains details regarding important matters relating to Heatherwood, an up-to-date Bulletin Board of pending events, including Township and County events, and many useful links to items of interest.

### HEATHERWOOD WEBSITE

*Bill Taggart, Webmaster*



If anyone has any suggestions on adding any new content to the Heatherwood website that you feel would be beneficial to our residents or if you have any questions on the website or suggestions on how I can make the website more useful to you, please contact me.

The **email address** that you should use if you need to contact me on any **website related** issue is [heatherwoodnj@comcast.net](mailto:heatherwoodnj@comcast.net)

Please also be aware that much of what is reported or referenced in this and other Heatherwood Newsletters can be found on the Heatherwood website.

## HEATHERWOOD COMMITTEES



### ARCHITECTURAL REVIEW BOARD (ARB)

*Jim Sherry, Chairperson*



The ARB is planning to do the annual walk-around inspection during the last two weeks of May. You will receive an email reminder prior to the start of the inspection. This inspection is conducted by the ARB members, along with our Community Manager Cheri Buriak, to ensure that all properties are properly maintained to preserve the beauty of our community and environment.

Attached to this Newsletter is a copy of the checklist that will be used as a basis for the inspection. It is hoped that all residents will use this checklist to “pre-inspect” their own property and address any potential issues prior to the inspection. A large number of the violations cited last year were for dirty siding and weeds. (Please see the Community Manager’s Message in this Newsletter regarding weeding.)

The ARB would be very happy to find no violations or maintenance issues during the inspection. However, if you have any violations, you will receive a notice from FirstService stating the specific items that require correction. All violations must be corrected within 30 days to avoid a fine and you are required to notify FirstService in writing, via email, or regular mail, that corrections have been completed.

You are also reminded that an ARB Application must be submitted for approval of any improvements or changes to the exterior of your home or property, including roof replacement. The Application must be submitted and approved PRIOR to the start of any work. Please refer to the Governing Documents, Exhibit F, Architectural Guidelines, for specific items that do or do not require approval. Certain things, such as door and shutter colors, cannot be changed, and when replacing a roof, the new shingles should be a similar color to the original.

Any questions regarding the ARB should be directed to Cheri Buriak at FirstService Residential.

### **SOCIAL COMMITTEE**

*Charleen Orzechowski and Cathy Sherry,  
Chairpersons*



Welcome Spring! It is such a HAPPY FEELING seeing our residents walking around the neighborhood. A great way to share a smile,

extend a wave to passing cars, and to greet our latest neighbors. Cathy Sherry and I welcome a new member to the Social Committee, Lynne Borucki, who resides on Chew Lane. Lynne is a welcome addition to the Committee. As we continue to share and implement ideas, we also encourage our residents to send us your suggestions for future events. If anyone is interested in joining the Social Committee, contact us at your earliest convenience.



The Social Committee is once again gearing up for our ANNUAL YARD SALE. The rain or shine date this year is September 14 from 8:00 AM to 1:00 PM. Now is a perfect

opportunity to start preparing for this event. Remember, it does not cost residents any monies to be a participant. All we ask is that you complete the

Yard Sale Form that will be sent out by mid-July and return it to Cathy Sherry, Lynne Borucki, or Charleen Orzechowski at your earliest convenience. More details to follow.



Another special project in which all our residents are invited to participate is to benefit the work being done by THE UNFORGOTTEN HAVEN, a local 501(c)3 charitable organization whose mission is to help those less fortunate. Their services are free to the needy, accomplished through 20+ project groups. Some examples include, but are not limited to, feeding the homeless, assembling snack packs for chemotherapy patients and assisting women and children who are victims of domestic violence. A flyer will be sent in a few weeks detailing the Quarterly Outlines.

Our MISSION STATEMENT is to provide an atmosphere of camaraderie, happiness and kindness within the Heatherwood Community.

### **CONDOLENCES**



Our deep condolences go out to the families of those who have passed away since the publication of our Fall/Winter 2023 Newsletter:

Jennie Crudele  
Geraldine Messimer  
Ed Wudyka

## HEATHERWOOD ARB HOME INSPECTION CHECKLIST

Property Address: \_\_\_\_\_

Date: \_\_\_\_\_

ITEM	Y/N	COMMENTS
<b>Front</b>		
Driveway:		
Expansion: <i>Cumulative width 4 feet</i>		
Planting Bed - <i>2 feet maximum each side</i>		
Flower Pots/Urns - <i>Maximum of 2</i>		
<i>Maximum 2 feet high X 18 inches</i>		
Mailbox Planting Area:		
Maximum 2 feet from post		
Ornament - <i>1 only, Maximum 1 foot high</i>		
Edging		
Walkway material:		
Planting Area:		
Edging - <i>2 feet maximum height</i>		
Ornaments - <i>maximum of 5</i>		
Ornaments - <i>maximum 30 inches high X 24 inches</i>		
Fountains - <i>only 1 &amp; maximum 2 feet tall</i>		
Plant hanger - <i>less than 6 feet tall</i>		
Flags - <i>maximum 2 feet high by 2 feet wide</i>		
Landscape Lights - <i>(electric/solar) planting area only</i>		
No bird baths, bird houses, or bird feeders		
No wind chimes or flag poles		
No furniture or window boxes		
Doorway:		
Ornaments on Door - <i>Maximum 2 feet in diameter</i>		
Ornaments by Door - <i>Maximum 15 inches X 15 inches</i>		
1 furniture item		
2 planters - <i>maximum 2 feet high X 2 feet wide</i>		
Milk Can - <i>well maintained</i>		
Porch:		
Maximum 2 chairs or 1 bench		
1 table		
3 ornaments (planters count)		
Street Trees:		
No Township disallowed species		
No obstruction at sidewalk ( <i>6 foot clearance minimum</i> )		
Mulched area not to exceed 4 feet		
General Maintenance:		
Paint - <i>noticeable wear/peeling on :</i>		
Mailbox Post		
Porch Post		
Shutters		
Front Door/Door Frame		
Garage Door/Door Frame		
Mailbox - <i>excessive rust stains</i>		
Sidewalk/driveway - <i>stains/dirty</i>		
Mildew/dirty siding		



## Sides

Left Side:		
Ornaments - <i>Maximum 6</i>		
Ornaments - <i>Maximum 3 feet high &amp; 2 feet wide</i>		
Trellis - <i>Maximum 6 feet tall &amp; 5 feet wide</i>		
Plant hangers - <i>Maximum 6 feet tall</i>		
Flags - <i>maximum 2 feet high X 2 feet wide</i>		
Edging - <i>Maximum 10 inches high</i>		
Landscape Lights - <i>(electric/solar) planting area only</i>		
Shutters - <i>noticeable wear/peeling paint</i>		
Mildew/dirty siding		
Right Side:		
Ornaments - <i>Maximum 6</i>		
Ornaments - <i>Maximum 3 feet high X 2 feet wide</i>		
Trellis - <i>Maximum 6 feet tall X 5 feet wide</i>		
Plant hangers - <i>Maximum 6 feet tall</i>		
Flags - <i>maximum 2 feet high X 2 feet wide</i>		
Edging - <i>Maximum 10 inches high</i>		
Landscape Lights - <i>(electric/solar) planting area only</i>		
Shutters - <i>noticeable wear/peeling of paint</i>		
Mildew/dirty siding		

## Rear

House/Patio		
Extension, <i>max 10 feet wide X width of home</i>		
Awning		
French Doors		
Sunroom/Covered Porch/Screened Porch		
Rear door trim - <i>noticeable wear/peeling paint</i>		
Shutters - <i>noticeable wear/peeling of paint</i>		
Mildew/dirty siding		
Planting Area:		
Maximum 4 feet wide		
Edging - <i>Maximum 4 feet high</i>		
Ornaments - <i>Maximum 3 feet high X 3 feet wide</i>		
Trellis - <i>Maximum 6 feet tall &amp; 5 feet wide</i>		
Plant hangers - <i>Maximum 6 feet tall</i>		
Flags - <i>2 feet high x 2 feet wide</i>		
Fountain - <i>1 permitted, maximum 3 feet high</i>		
Bird feeder - <i>Maximum 6 feet high</i>		
Bird baths & small bird houses - <i>permitted</i>		
Gazing balls & statuary - <i>permitted</i>		
Landscape lights - <i>(electric/solar) planting area only</i>		

## Miscellaneous

Lawn/Planting Beds condition - <i>weeds, dead spots, etc.</i>		
Ornamental Trees - <i>2 Maximum, height not to exceed roof peak, minimum of 5 feet from property line</i>		
Roof condition/new		

Inspected by: \_\_\_\_\_