



Masthope Mountain Community  
196 Karl Hope Blvd  
Lackawaxen, PA 18435

## IMPORTANT NOTICE

In this Welcome Package you will find important and useful information about our community. Particularly important is the set of our “Governing Documents” – the Declaration (sometimes also referred to as the Covenants), the Bylaws, and our Rules & Regulations. Please take a moment to familiarize yourself with these documents. The Declaration is the most senior document, followed by the Bylaws, then the Rules. They are consistent and are to be read in concert with each other.

The Declaration — Contains the legal basis for ownership and ownership rights and responsibilities, especially as they pertain to the maintenance of each individually-owned parcel. The Declaration can only be changed by the approval of owners of two-thirds of all units in the entire community.

The Bylaws — Spell out important organizational matters such as: what constitutes a member in good standing, how meetings are to be run, how to run for the Board, etc. The Bylaws can only be changed by a two-thirds majority vote of those present and voting at a Regular or Special Membership Meeting with a quorum present.

The Rules & Regulations — Set out clear and fair guidelines to ensure that the community is managed in a manner that benefits all members. The Rules & Regulations can only be changed by a majority vote of the Board of Directors after providing notice of the change to the membership.

The latest version of these documents can always be found on the community’s website at [www.masthope.org](http://www.masthope.org), and printed copies can be requested at the community office.

**You should be aware that these documents are not static. They can and will change and when a change occurs, the new document version applies equally to everyone in the community, including you, your family, and your guests. These documents form the basis for how the community is structured and governs itself.**

# WELCOME TO MASTHOPE

Congratulations on your recent purchase of property in Masthope Mountain Community. Masthope is one of the premier four-season recreational communities in Northeastern Pennsylvania, with activities for all ages and areas of interest. Located in this beautiful region of Pennsylvania, you can enjoy the great outdoors all year round. Masthope offers skiing, horseback riding, boating, hiking, ATV trails, and, of course, swimming in our lake, the Delaware River, and our pool areas. In addition, you can just relax and enjoy nature in all its beauty. All-in-all, Masthope is a great place to come and enjoy time with your friends and family while creating life-long friendships with your neighbors and fellow community members. Created in the mid 70's by developer Karl Hope, Masthope has grown and matured to become one of the most desirable communities in the Pocono region. In 1993, the Property Owners of Masthope took control of their own destiny when they bought out the developer and began to build the community that we enjoy today.

## AMENITIES, FACILITIES AND SERVICES

### Mountain Side

The Hub of Masthope is its community center located at the "Top of the Mountain." This complex includes some of the greatest assets of the Community. Hours of Operation for each of these amenities and facilities can be found in the *Weekly Messages*, the Community Channel on your TV, or online at [www.masthope.org](http://www.masthope.org). A valid property owner's pass is necessary to utilize many of the amenities.

The Lodge — This facility includes the Summit Restaurant, a Property Owner's lounge, Scramble food center, the Tiki Bar and Cafe, a full-service Game Room for the kids, multiple restroom facilities, and a Public Safety station. The lodge is the preferred gathering place for many community activities.

Summit Restaurant — A well rounded menu and special event schedule will keep you coming back time and again. Catering and banquet facilities are available. Our Summit Bar and Restaurant offers a family friendly dining experience with a 150-seat dining area (with a great view of the nearby mountains) and a full-service sports bar with occasional live entertainment.

The Market Place — The Market Place provides a convenient shop for basic food provisions, household supply needs, and novelty items. In addition, a full-service deli is available, so you do not need to leave the mountain.

Community Pool — The summer is not complete without a visit to our pool complex. This community hot spot contains two unique pools, one family friendly for fun in the sun, and the second an oasis to relax. The area is complete with food service, "Scramble" facility, and the "Tiki" bar and Cafe.

Community Office — Located adjacent to the Market Place is the community office (or POC). All of the community business is conducted from this space. The POC office is your place to go to get answers to your questions, make dues payments, get forms, and address just about any other community needs.

Ski Big Bear — One of the most important and special amenities at Masthope is the Ski Big Bear Mountain. Ski Big Bear Mountain is owned by the property owners and run by an outside firm, *Recreation Management*. Our ski mountain is regarded as one of the premier facilities of its kind in the Northeast. This facility is the jewel of Masthope, as very few communities can boast of a facility this good. Ski Big Bear offers four chairlifts, two magic carpets, nearly 100 snow guns and almost 1000 rental units including

both skis and snowboards. There have been several terrain expansion projects, which include Screamin' Demon, a true black diamond slope, and an expanding terrain park for the more adventurous.

### Falling Waters

Westcolang Lake — Westcolang Lake is located at the end of Falling Waters Blvd., on the south side of the community. Property owners can enjoy swimming in the lake, relaxing on the beach, catch-and-release fishing off our pier, playing on the modern playground area or boating on the lake. Kayaks, paddle boats, canoes and a row boat are all available for property owner use, with a valid property owner's pass.

Beach House —The Beach area is another extremely important part of the community. As a property owner, you can enjoy the Beach House with dining services, the meeting/dining room, and spacious restrooms with shower facilities. The Beach House is open daily during the summer months, and also serves as a meeting place in the winter months during ski season. Property Owners may also rent this facility in the off-season for their own special event. A BBQ/Picnic facility and multiple outdoor patios make this a great place to enjoy a meal or play some games.

Other amenities, facilities and services include:

Masthope Stables — Located off of Westcolang Road, the Masthope Stables offer trail and ring rides, indoor and outdoor arenas, lessons, a petting zoo, and private horse boarding for property owners. Reservations are required at this facility.

The River Park — The River Park is located off Masthope Plank Road, directly on the Delaware River. This facility offers a place for people to enjoy the natural beauty of the Delaware River and includes a primitive boat launch, BBQ/picnic area, playground, and sanitary facilities.

Fitness Center — Located on Karl Hope Blvd, the Fitness Center is equipped with state-of-art health and wellness equipment and offers a full range of exercise and wellness classes.

Trash Compactor — As you approach the top of the mountain on Karl Hope Blvd, you will find our Trash Compactor facility for property owners to use to deposit trash and recyclables. This amenity is regularly serviced by a maintenance staff member and is available on a regular, seasonally-adjusted schedule.

### BOARD OF DIRECTORS

Masthope is governed by a an eleven-member volunteer Board of Directors, elected by the members, each of whom serve a three-year term. At each year's annual meeting, members of the Board are elected based upon the number of seats available, with a minimum of three positions open annually. Within the framework of the Board are a number of key positions: The President, Vice President, Treasurer, and Secretary make up the Board's Executive Committee. In addition, the Board has its own Chairperson who runs the Board meetings.

The Board is aided in governing the community by several committees made up of volunteers who do research, offer recommendations, and generally assist the Board in its mission. Board meetings are held once a month and are open to all property owners. A designated time is allotted for property owners to share their ideas and comments.

## STANDING COMMITTEES

The Board receives input and suggestions from a number of committees, where volunteer property owners work together on many matters concerning our community. Permanent or standing committees include Appeals, Budget, Ski, Strategic Plan, and Document Review.

Especially important is the Environmental Control Committee. It is one of the longest standing committees, and its duties are defined by the covenants of the community. Committee members are charged with keeping Masthope in line with the governing documents and the architectural rules and regulations of the community.

Serving on the Board or a committee is a great way for members to get involved and have their voices heard. All Board meetings and most committee meetings are open to property owners; check our multiple means of communication for meeting dates and times.

## MANAGEMENT AND STAFF

Management — Masthope is professionally managed, and our Community Manager manages a staff consisting of up to 30 full-time and 100 part-time and seasonal employees. They have the responsibility of managing all aspects of the community's operations.

Public Safety — Masthope employs a Public Safety Department charged with enforcing the Rules & Regulations of the community. They are also trained as Medical First Responders, Emergency Medical Technicians, and are affiliated with the Lackawaxen Township Ambulance. **IF THERE IS A MEDICAL EMERGENCY, ALWAYS CALL 911 FIRST.** When calls go to the 911 center, our officers will receive a call along with an ambulance, but if the call goes to Public Safety the ambulance will not be called until the officer arrives on scene. Time is of the essence in medical emergencies, so always call 911 first.

Activities — Our Activities for children ramp up during the summer months and continue with events for all ages throughout the year. See the *Weekly Messages* newsletter or go online for a current list of upcoming dates and times of all activities. During our summer season, the Activities Center is located in the lower level of the Ski Rental building, but activities can also be held outside and in our Lodge Building.

Maintenance — Our Maintenance department does a fine job maintaining our amenities, facilities, equipment, and roads. This includes keeping our 27+ miles of roads free from snow and ice during the winter season.

As you can see, there is a lot to learn about owning a property in a Deed Restricted Community. However, these rules and restrictions are meant to ensure the community will evolve in a controlled manner that will protect property values and heighten the quality-of-life experience for every property owner. We encourage you to get involved. Volunteering and participating in the affairs of the community will help to ensure you have a voice in how the community is governed.

The Board of Directors and management are happy to hear your concerns and suggestions. The simplest manner of participation is to attend any of the monthly meetings, general membership meetings, or by casting your vote via mail.

This document has covered only the most basic information about Masthope. Please take the time to review the governing documents (Covenants, Bylaws and Rules & Regulations) as they are available on-

line at [www.masthope.org](http://www.masthope.org) or you can contact the office for copies. On behalf of the Board of Directors and Management; Welcome to Masthope. You have chosen a Great Community!

IMPORTANT CONTACT INFORMATION:

Masthope POC

196 Karl Hope Blvd.

Lackawaxen, PA 18435

Tel: 570- 685-4790

Fax: 570-685-2701

Public Safety: 570-685-5888

Summit Restaurant: 570-685-1173

Market Place: 570-685-9412

Stables: 570-685-4427

POC Office E-Mail: [masthope@ltis.net](mailto:masthope@ltis.net)

Board of Directors: [board@masthope.org](mailto:board@masthope.org)

Want to know more about what's happening in Masthope?

Please submit your email address at the POC for email updates on Masthope events and other important announcements.

Visit our website @ [www.masthope.org](http://www.masthope.org)

Social Media-

Facebook: [www.facebook.com/pages/Masthope-Mountain-Community/111256872245924](https://www.facebook.com/pages/Masthope-Mountain-Community/111256872245924)

Twitter: @Masthope Mountain PA

Instagram: @ masthope\_mountain\_community

Masthope Weekly Messages

Masthope Bi-annual Newsletter

Channel 80 on Blue Ridge Cable

# Tips for Propane Tank Maintenance

Many homes in Masthope rely on propane as the energy source for heating, cooking, and warm water. If you have not had a propane supply system before you joined our community, you may not be aware about some of the steps that are required for the proper care of your tank. Regardless of whether you own your tank or lease it from a propane supplier, here are some tips for the care and maintenance of your tank:

## Aboveground Storage Tanks (AST)

- Routinely inspect the exterior of an aboveground tank and all accessible attached pipes and equipment. Check for corrosion, pitting, holes, leaking pipes, loose joints and fittings.
- Inspect tank legs (if applicable) and the ground on which the tank sits. Any erosion or settlement due to freezing and thawing during the year can render a tank unstable.
- Inspect the ground and all pipes and fittings for leakage. Apply the "Propane Sniff Test".
- Ensure that the tank is protected against accidental vehicle collisions. This could be caused by a delivery vehicle backing up against the tank, or a private car or ATV hitting the tank
- Ensure that the tank installation is obscured from sight consistent with the rules spelled out in the Masthope rules and regulations.

## Underground Storage Tanks (UST)

- Routinely inspect the servicing dome of the underground tank and all accessible attached pipes and equipment. Check for any corrosion, pitting, leaking pipes, loose joints and fittings.
- Regularly inspect the inside of the servicing dome for any standing water, dirt, insects or critters that would have come through the lid.
- Inspect the ground and all pipes and fittings for leakage. Apply the "Propane Sniff Test".
- Ensure you know the tank location underground and in which direction the tank was installed. Avoid any work that results in drilling, digging or otherwise disturbing the ground. Make sure you know what size tank you have and find out its dimensions. A typical 500-gallon tank has a diameter of about 3 feet and length of about 10 feet, with the servicing dome sitting in the center. These dimensions will vary with tank capacity.
- Ensure that the servicing dome is protected against accidental vehicle collisions. This could be caused by a delivery vehicle backing up against the dome, or a private car or ATV hitting the dome.
- Ensure that the tank is regularly monitored for Cathodic Protection by a certified technician. If necessary, have a qualified installer replace the Magnesium bags buried alongside the tank during installation.