

EDGARTOWN FOREST ESTATES ASSOCIATION  
Minutes of the Board of Directors' Meeting – February 4, 2015

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**Present:** Kathleen Samways, President; Dorie Godfrey, Ira Certner; Julie Russell, Mary Leddy, Cris Mayhew, Kenny Ivory.

**Absent:** Tim Dacey

Ms. Samways called the meeting to order at 5:50. All directors agreed to:

- get to meetings on time,
- stick to the agenda, and
- be brief and concise with discussion.

**Minutes of Board meeting:** The minutes of the December 10, 2014 meeting of the EFEA Board of Directors were reviewed and approved with one correction.

**Minutes of Special member meeting** of December 10, 2014 were reviewed and approved by the Board. Kenny requested that the description of the easement defined in these minutes be reviewed at this or upcoming meeting.

**Treasurer's Report:** Only 7 homeowners have not paid the annual assessment. Revenue and expenses are on target as budgeted year -to-date.

The Treasurer and Assistant Treasurer will determine on which properties liens need to be placed and will direct the administrative assistant to file the necessary paperwork.

**Maintenance Report:** Kenny installed the two "Do not Enter" signs. January was a typical month for maintenance. Kenny will talk with Rose Plowing to make sure that they clear the mailbox "pull off". In future snow removal contracts the Board should clarify responsibility for clearing the mailbox pull off and consider adding clearing of fire hydrants and road drains.

It was clarified that the Roses have been directed not to pile snow in front of driveways, but the service does not clear driveways or driveway entrances on behalf of the Association. Homeowners can hire the Roses to clear the homeowner's driveway. Dorie will ask Robin to make sure that the Rose Plowing phone number ( 508 326 4442) is on the website as information for members to hire the Rose's for clearing homeowners' drive ways.

Kenny has not removed the stop signs from Dodgers Hole Road and placed stops signs on all roads feeding into Dodgers Hole Road. He will not be able to do so until the spring. At that time, he will post a sign at the entrance to Dodgers Hole indicating that the traffic pattern has been altered by changing the locations of stop signs, alerting drivers to be cautious.

**Covenant Violations:**

The board discussed covenant violations at 2 properties:

- The owner has informed the association that he has acquired a dumpster and is in process of clearing the debris. He was directed to place the dumpster as far from the roadway as possible. Continue to monitor.
- Mary will contact the homeowner regarding the information provided by another homeowner who previously rented to his tenants. It was also suggested that we place a notice on the website alerting homeowners to the tenant difficulties encountered by some of our homeowners and encourage all homeowners to get referrals from all potential renters. Continue to monitor.

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## Old Business:

**Shed acquisition:** Julie reported that the sheds produced by the MVRHS are \$3,500. Home Depot has wooden sheds that range in pricing from \$1000-\$2000. The Board decided to budget funds in the next fiscal budget for a small wood shed, installation, and town permitting (for example, 6x6' shed from Home Depot).

**Changes to By-laws:** How will the Board implement the use the proxy vote and how will the quorum change be implemented? Dorie will draft procedures for both. The date of original by-laws is not clear. It was suggested that the date of the original by-laws may be in the files of covenant reviews. Dorie will do a search.

It was also suggested that a tickler be created outlining key issues/decisions to be managed by the Board at regular times throughout the year. Dorie will draft one for review. Dorie will also start a "procedure manual" containing all protocols and procedures created by the Board.

## New Business:

**Review request for approval of new home construction:** The attorney for the owners of 5 Dodgers Hole Road submitted plans for a 1 story ranch with white cedar shingles exterior siding and rustic black roofing shingles. The board approved the plans. Kathleen directed the administrative assistant to prepare a letter of approval.

**Review of 2014/15 Contracts:** The Board decided to extend all three contracts to end 5/31/2016 rather than 5/31/2015.

**Maintenance Manager:** Checking and ensuring that street drains are clear was added to the contract.

**Administrator:** EFEA address was corrected.

**Webmaster:** No additional changes to draft.

**Dodgers Hole email:** The discussion was postponed to next meeting. In the meantime, if anyone reads an email that another director needs to follow up, mark the email as "unread".

**Other:** Discussion of the roadway easement was postponed to the next meeting.

**Next meeting:** March 25, 2015

The meeting was adjourned at 7:10p.m.

Submitted by Dorie Godfrey, Clerk/Secretary  
Website