

EDGARTOWN FOREST ESTATES ASSOCIATION
Minutes of Board of Director's Meeting – March 25, 2015

Present: Kathleen Samways, President; Dorie Godfrey, Ira Certner, Julie Russell, Kenny Ivory, Tim Dacey (via video conferencing)

Absent: Mary Leddy

Approval of Minutes of 2/4/2015: The minutes of the February 4, 2015 meeting of the board of directors were approved.

Treasurer's report: An income and expense report for March 2015 was distributed. Seven assessments remain unpaid. Liens have been placed on 5 properties. For one property for which no lien was placed, all assessment notices were returned. A notice has been sent to the addressed used for town tax billings. For the second property, the new owner was confused and thought the previous property owner had paid the assessment. This owner was given 2 weeks additional notice to pay the assessment.

Based on the audit and Julie's good work obtaining certificates of insurance, we will receive a refund of over \$500 from CNA.

The expenditures for maintenance management are close to budgeted with 3 months remaining in the fiscal year. Kenny, maintenance manager, will eliminate weekly drive around to reduce costs.

Maintenance report:

The stop signs will be moved as soon as the ground thaws sufficiently. Kenny will also ask White Lynch to give us quote for road repair.

Covenant Violations:

The board discussed 3 covenant violations:

- Debris in yard: Nothing has been done by the owner to remove the debris. Kathleen will contact the owner.
- Debris in yard: Homeowner has indicated that the lease for the renters has expired and he is about to contact a lawyer. The board decided to ask our lawyer the best course of action: either follow our covenants and notify the owner that we will enter the property to remove the debris or have our lawyer send the owner a letter that we will take legal action.
- Truck parked on easement: The bread truck is parked on the easement. Dorie will send letter reminding owner to have truck parked in the driveway off the easement.

Purchase of Shed:

Clerk recommended that records remain in home of the Clerk due to need to access them. There is concern that the records may not have sufficient protection in a home. It is recommended that the records be scanned and stored digitally. Ira will consider doing the scanning. He will prepare an estimate of the cost.

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Protocols: The clerk has collected existing protocols and drafted new protocols, as requested. There will be the first reading of any new or proposed revisions to protocols at next meeting. A second reading with board approval will occur at the May meeting.

Other old business:

- Discussion of Roadway Easement: EFEA will maintain 4 feet of easement. The roads were mapped as 40' wide consisting of a 16' wide road, therefore the legal easement is greater.

New business:

- **Authorized bank signatures:** The board approved the following individuals (Board position) as signatories for the Martha's Vineyard Savings Bank accounts (money market account, checking account)
 - Julie Russell, Assistant Treasurer
 - Ira Certner, Treasurer

All other current signatories shall be removed (Steve Parachini, Mary Leddy, and Doris Godfrey).

- **Minutes Distribution:** A homeowner has requested that minutes be distributed to all members following each meeting. The cost for this would be prohibitive. It was decided that a summary of minutes will be posted on the website.
- **Homeowner request for waiver of interest:** A homeowner recently became aware of lien placed on their home in 2011 due to nonpayment of assessment. Homeowner has paid the assessment and will pay the filing fee and late charges but requests a waiver of the interest charges. The board unanimously agreed to waive the interest charges.
- **Distribution of letters to homeowners:** Board members may view any letters sent on behalf of the board at a Board meeting or the office of the clerk. Homeowners do not have access to letters sent to other homeowners.

Next meeting date: April 15 at 5:45 at the High School.

With no further business, the meeting was adjourned at 7:02.

Submitted by Dorie Godfrey, Secretary/Clerk
Website