

Website Minutes of the Edgartown Forest Estates Board Meeting – May 5, 2016

Present: Kathleen Samways, Kenny Ivory, Ira Certner, Julie Russell, Dorie Godfrey, Tim Dacey (via Skype)

Homeowners: Lorna Andrade, Frank McDermott

Kathleen Samways, Presiding President, called the meeting to order at 6:37. At the conclusion of this meeting, Chris Mayhew will be the Presiding President.

Approval of Minutes: The minutes of the March 17, 2016 board meeting were approved with addition of those absent from the meeting (Tim Dacey, Dorie Godfrey, and Cris Mayhew). The website minutes for March 17, 2016 meeting were approved with the same correction.

Treasurer's report: Ira reported total income to date is \$74,054.61, exceeding the budgeted amount of \$67,050. Expenditures are \$57,003 to date (under the budgeted amount of \$68,065.00). Snow removal is well under budget. Ira estimated the remaining expenditures for May 2016, including \$8,000 for road repair, tree removal.

Lorna asked what expenditures were made in April and May resulting in an increase of total expenditures of over \$12,000 since March? The Board explained that the two columns on the report labeled April 2016 and May 2016 represent these expenditures, including \$1300 accountant fees for tax preparation, \$8000 for road maintenance, and \$2000 for road sweeping.

The monthly Income and Expense report was approved.

Proposed Budget: Ira explained the assumptions used for projecting the budget for 2016/17:

- Assessment income to remain the same (no increase in annual assessment),
- Minimal increase in attorney fees for possible actions on long standing covenant violations,
- Decrease in administrator fees as most administrative work has been assumed by officers,
- Minimal increase in property management contract.

The proposed budget would result in deficit of about \$3000. That amount would be carried over from the excess of revenue over expenses for 2015/16 and the remainder placed in reserve. The budget was unanimously approved.

Maintenance report: Foggy Bottom provided a report on 4/26/16: patrolled the property in April, cleaned road sides, cleared sand in front of two homes, and cleared the drains. The report included a request that the Board address construction at Mockingbird and Eagles Nest as there is considerable sand run off. Lorna questioned why Foggy Bottom was clearing the sand instead of owners. Board responded that Foggy Bottom cleans as we are working with homeowners to manage their construction sites. Frank asked whether the town has a requirement for barriers when a site is being excavated. Julie checked the drains and they were all draining and mostly clear. With the current rain and wind it would be expected that there would be some leaves. Kenny expressed concern that Foggy Bottom was not doing a good job. Frank indicated that his caretaker had to clean the drain 5 times this year. He noted that he continues to be pleased with the Association's response and resolution to the draining issues at Mockingbird and Gull, but asks that the property manager be asked again to make sure to check the drain at his property. Frank noted that the water berm was partially removed by the plow. The board thanked the homeowners for their feedback. Kenny noted that: the bus shelter roof may need replacement, potholes, 3 stop signs with graffiti, front entrance sign needs to be moved back, fence on side of road on Robins Nest (did not know address). He also suggested that roadsides not be mowed before Fathers' day due to native plants. Julie indicated that the pink lady slipper is not listed but there are other listed plants that are growing in August when we do mow. Kenny will let Cris know the address of the home on Robins Nest with the fence down so Cris can contact the owner and ask them to remove it.

Kenny asked why there is an increase in the property management fee for next year when there seem to be so many problems with the current contractor. Julie explained that this is the first year of working with this contract and contractor. The road side cleaning and drain cleaning were proposed at the same level as being provided in past years. It appears that this may not be frequent enough for current conditions. It was also noted that this is a one-year contract and the Board may choose to rebid the contract. It was noted that the increase was \$1,130 (.09% increase and less than maintenance expenditures for 2014/15).

Covenant violations:

- **Dodgers Hole Road** – unregistered vehicles & debris: Kathleen went to the building inspector on 2 occasions but was not able to meet with him. Kathleen will send a formal request to the Building Inspector with a copy to the Selectman.
- **Mockingbird** – sand run off: Kathleen did not call the owner about the sand in the road while under construction and will contact the town regarding any ordinance. She will also send a letter to the owner regarding the sand run off. Kathleen will continue to follow up by sending a letter regarding the Zoning Board's agreement that the house not include an apartment over the garage.
- **Mockingbird**: There was an allegation that the site contains construction debris. The board agreed that much of the construction debris has been removed. There continues to be a trailer on site. Kathleen will send a letter to the owner regarding the covenant violation of trailer on site.
- **Sparrow**: Kathleen wrote to the owner asking the owner to honor the agreement to have the truck parked as close to the home as possible.

New allegations:

- **Dodgers Hole Road**: A homeowner sent a complaint to the board that there is a commercial vehicle and other trucks parked on the property. The trucks were parked temporarily for the shed acquisition (approved by the board). It was noted that a taxi and not a commercial vehicle (no commercial plates). The Board decided that there was no covenant violation. Cris will contact the homeowner making the complaint. Cris and Kathleen will discuss the general issue of commercial vehicles in Dodgers Hole.
- **Eagles Nest**: Run off sand from new construction and unapproved shed construction. Cris will send letter to owner regarding sand.
- **Dodgers Hole**: Lorna expressed concern regarding the number of unrelated people living in the home. She noted that there were several cars parked at the home. The board indicated that the issue of unrelated people living at the house is a town ordinance issue. The board can notify the town of the allegation; however, the board has no way to confirm the occupants of the home. Lorna indicated that the cars are often parked on the easement. The board agreed that a car parked on the easement is a covenant violation. Cris will send a letter to the property owner.

There was question regarding the protocol for responses to alleged covenant violations: Is the initial response a phone call or letter to the owner? The protocols call for a written notice to the homeowner. However, a phone call in addition to the letter is considered good practice.

Website minutes: Dorie sent the minutes to be posted to the webmaster. They still have not been posted since the November meeting. Since contract services have not been fulfilled, the contract will be terminated. We need to put webmaster contract out to bid. Dorie will draft a bid proposal.

Because the website has not been kept up to date and changes to meeting dates and locations are not posted, Lorna suggested that meeting notices be posted on the school door or at entrance to Dodgers Hole.

Other business:

Frank complimented the improvement to the front entrance but suggested that site lines are inhibited by the plantings. The board indicated that the Association is discussing a front garden redesign and maintenance contract which includes changing the plantings to ensure visibility of bicycle and road traffic.

The question of Christmas decorations was raised and the board reconfirmed that a decision had been made to limit any decorations to the front entrance and not place roadside decorations throughout the association.

New business

Soliciting Board Candidates for 2016/17: postponed to next meeting.

Proposed Contracts:

- **Tree removal at common lot:** Julie will obtain bids. Frank suggested using Dana Mylott who removed the trees at his property.
- **Road repair – potholes:** Julie will obtain a bid.
- **Garden redesign, installation, and maintenance:** postponed to next meeting.

Request for a copy of letter to homeowner: Discussion postponed to next meeting. Directors will all submit suggestions for policy to Dorie and she will draft policy for next meeting. Lorna indicated that previous

board allowed board members to view the letter but not take a copy. She suggested that homeowners could also view a letter but not be given a copy.

Next meeting: May 25 at 5:45pm at the High School.
Meeting adjourned at 8:01pm.

Submitted by Dorie Godfrey, Clerk