

Lynnesfield Homeowners Association Meeting Minutes  
October 21, 2013

The meeting was called to order at 6:10 PM by President Charley Hough.  
Members present were as follows:

<u>Lot No.</u>	<u>Name</u>
3	Combs/Kvinsland by proxy to Charley Hough
4	Tom and Virginia Higgins
5	Robert and Sally Giesler proxy to Charley Hough
7	Rick & Laurie Roberts by proxy to Virginia King
8	Connie Hayes by proxy to George Thomas
9	George and Katherine Thomas
10	Kenneth B. and April Speer
11	Michael D. and Lynne Cassella-Blackburn by proxy to Charley Hough
14	Leona Maddock & William Schmitt by proxy to Ken Speer
16	Jerrold Johnson by proxy to Tom Higgins
17	Jerrold Johnson by proxy to Tom Higgins
20	Richard and Kathleen Hockaday by proxy to Charley Hough
22	Patrick and Heidi Kane by proxy to Charley Hough
24	David/Renee Sepler by proxy to Charley Hough
26	James S. Duncan by proxy to Charles Hough
27	Mystery Bay LLC by proxy to Charles Hough
28	Jonathan Langdon by proxy to Charley Hough
30	Charley and Kathleen Hough
31	Charley and Kathleen Hough
32	Dyrk and Miriam Lansdon
34	Joe and Lynnette Campbell
35	William G & Sherine Cooper Murphy
36	Ed and Cheryl Merrill
40	Kevin Alexander
49	Robert Heuer by proxy to Charley Hough
52	Mary K. Strand by proxy to Charley Hough
55	Margaret "Peggy" St. Clair
56	Margaret "Peggy" St. Clair
57	Joe and Lynnette Campbell
58	Bonita Menzies/Jobeth Capps by proxy to Virginia King
61	Cheri R. Farara
63	Florence Zarro
64	Steve & Linda Lockwood by proxy to Charley Hough
65	Virginia "Ginny" King
MF1	PT Arnold LLC proxy to Charley Hough
MF2	Lynette Leaf by proxy to Charley Hough
MF5	Sally Murray
MF6	PT Arnold LLC proxy to Charley Hough

MF7  
MF8

Sylvester Lahren, Jr. & Zelda Kennedy  
Douglas Ota and Gladys Ota by proxy to Chris Ota

A quorum of 39 votes was deemed present.

1. The 2013 Board of Directors was introduced to the homeowners. President Charley Hough, Vice President April Speer, Treasurer Tom Higgins, and Secretary Virginia King.
2. The minutes for the 2012 Annual Meeting were unanimously approved following a motion to approve by George Thomas and seconded by Joe Campbell. There were no dissenting votes.
3. Treasurer Tom Higgins presented and passed out to members of the Lynnesfield Homeowner's Association ("LHOA") a copy of the current Treasurer's Report. This report included a LHOA Balance Sheet dated 10/21/2013, LHOA Cash Flow for the period 01/01/13 to 10/21/2013, LHOA Transaction Report, and a spreadsheet summarizing expenditures entitled LHOA Budget for 2013 and a proposed LHOA Budget for 2014. This seven page report is available on the web site Lynnesfield.com in the Annual Meeting Minutes Report section. Mr. Higgins summarized the major expenses and minor variances for 2013. It was stated that our mowing expenses are down because Mr. Hough is doing most of the Phase 3 expansion mowing. A motion was made to accept the Treasurer's Report by Kevin Alexander. The motion was seconded by Florence Zarro. There were no dissents and the motion was passed.
4. Dyrk Lansdon thanked Bill and Sherine Murphy for the work done in the garden surrounding the Lynnesfield sign.
5. Bill Murphy asked about the expense of \$4,400 in 2013 for trees planted in the open area behind the Lynnesfield sign and behind his house. Mr. Murphy wanted to know how this expense was authorized. Miriam Lansdon said homeowners should have voted on this expense and that she was not told about this project. President Hough reviewed the chronology and rationale of the tree planting. Bill Murphy reiterated that homeowners were not notified of this expense. [Note from President: In addition, this topic was discussed in the 2012 Annual Meeting of Homeowners.] Mr. Hough gave a breakdown of the expense adding that Mr. Berberich of Jackman Street donated his time and supervision of his paid staff to the project. Mr. Hough also mentioned that there are 12 more large holes for trees and then the project will be completed. He pointed out the benefits of this planting including a reduction in mowing fees. Kevin Alexander pointed out that we will save money in replacement trees when our next tree review is done.

6. A certified arborist bid \$2,200 to to prepare a report only. This report is required by the city before trees are removed. Lynnesfield property lost one Madrona last year and lost 4 to 5 cedars in another year. Tassie Thomas mentioned that she thinks it looks really nice in the newly planted open area.
7. Miriam Lansdon reiterated that she had no idea the tree planting project in the Phase 3 Open Area was being undertaken and that she should have been told. Dyrk Lansdon commented that in the original schematics of Lynnesfield, the open area was to remain totally open. [Note from President: "Open Space" is defined as property with no structures on it. Lynnesfield has 6.27 acres of open space which feature among them a pond, playground, trails, grass and trees. All of these features must be maintained by LHOA.
8. There were a few minor objections to the trees originally planted in the Phase 1 Open Area bordered by Jackman and Hill Streets. The developer, Joe Campbell responded that those trees were planted in 1996 and that the City of Port Townsend insisted that they be added around the perimeter of this Open Space.

A discussion of the Covenants, Conditions and Restrictions ("CC&R's") was next of the Agenda for this meeting.

9. Mrs. Sherine Murphy asked which ones we are to discuss. When asked if she or her husband wanted to change anything, the response was "No."
10. Joe Campbell, a homeowner and builder/developer of Lynnesfield next sought to define the parking rule in Lynnesfield. He reminded the homeowners that the City of Port Townsend has accepted the streets within Lynnesfield. Therefore, parking regulations are the purview of the City and have nothing to do with the Homeowners Association. Only vacant lots and the open space are regulated by LHOA.
11. Mr. Bill Murphy stated that code enforcement officers for the City of Port Townsend say that LHOA can have jurisdiction over parking. If LHOA does nothing about a parking violation, then the code enforcement officers for the City can ticket the vehicle. [See letter from the City of Port Townsend dated December 4, 2013 and attached to this document]
12. President Hough stated that anyone can park on the public right-of-way (in front of homes between the lot and the paved road).

13. Mrs. Miriam Lansdon says that a house around the corner from her home (and next door to the Murphy's) is a parking lot. She states that the residents, who are renters, park their cars on the public right-of-way and it looks terrible. Also, one of their vehicles is an older pick-up truck which is dented and the paint is unpleasing.
14. Kathy Hough said that you can't regulate what people drive.
15. Tassie Thomas pointed out that many renters are not interested in the LHOA CC&Rs. She would like to approach the renters and invite them to a meeting so they will understand the homeowners thoughts, opinions and concerns.
16. Mr. Murphy asked Mr. Hough who he spoke to in the City about parking rules. Mr. Murphy clarified that parking enforcement is now handled by the City's Police Department volunteer staff and not the law enforcement officers of the City.
17. Mr. Hough stated that he spoke with the Public Works Department for the City to discuss who owns the land between the paved roads in Lynnesfield and a homeowner's lot. The response of the Public Works Department stated that parking enforcement on the right-of-way was to be handled by the City of PT (volunteer policemen). Mr. Murphy said that homeowners (and renters) can be asked to move unacceptable vehicles from in front of a house in Lynnesfield regardless of the details of enforcement or jurisdiction.
18. Mrs. Sherine Murphy said that she got a letter from the woman directly across Hill Street from her house on Hill St. attacking her personally about her complaints concerning the RV parked in front of this neighbor's house.
19. Mr. Hough then reviewed the chronology of the letter he received from Sherine Murphy concerning this RV and summarized his follow-up. He mentioned that he does not send or respond to letters sent by Registered or Certified Mail such as the correspondence from Mrs. Murphy.
20. Sherine Murphy suggested that we bring the City into a meeting.
21. Mr. Bill Murphy said he talked to a female attorney for the City and that LHOA has priority over the City on parking on parking enforcement in Lynnesfield.
22. Mr. Hough said he will look into this issue again. [See letter dated December 4, 2013 from the City of Port Townsend which is attached to these minutes.]

23. Kathy Hough asked if we are now going to have a parking patrol? Dyrk Lansdon said that we have done that in the past. Mrs. Lansdon said that this HOA is short-sighted.
24. Joe Campbell will speak with the renters, Matt and Pam about their four vehicles parked on Hill Street near the Murphy's and the Lansdon's. Article 3, Section 11 of the CC&Rs: Vehicle Parking – was read.
25. Mr. Murphy pointed out that this article refers to automobiles and not Recreational Vehicles.
26. Mr. Hough pointed out that the RV is parked in front of a house on Hill Street is there only occasionally. Mr. Murphy says that he has photos of the RV being parked there day after day. He defined "move" and references the City of PT's parking enforcement rules and what constitutes "move". Driving the vehicle around the block and reparking it, or leaving a downtown parking space to pull forward into the next available spot does not constitute "move". Again, Mr. Murphy states that the HOA has mandate over parking. Mrs. Murphy repeats her request that the HOA bring Jerry, the head of PT code enforcement, to a meeting.
27. Miriam Lansdon wants a group from Lynnesfield to meet with Jerry as the head of parking enforcement for the City of PT. Mr. Murphy agrees. Mr. Hough states that anyone can talk with Jerry.
28. Zelda Kennedy mentioned that some cars are not moved for a very long time near her Multi-Family Dwelling on Hill Street. Some vehicles are left for months at a time. She stated that this was hard to look at. Concerning this parking issue. Mr. Hough said that yes, there was such a vehicle on Holcomb St. within Lynnesfield, he called and reported it to the city and it disappeared. Mr. Hough again said he will speak with Jerry at the PT Police Department about parking issues and enforcement.
29. April Speer stated that we're going to work on it and that a meeting will take place.
30. Mr. Campbell then introduced to the homeowners of Lynnesfield our newest residents who are building a house on Hill St. next door to the Murphy's home. They are Ed and Cheryl Merrill. Mrs. Merrill then presented homemade cookies to everyone and they were well received.
31. Mr. Campbell updated LHOA about his building shed on Hill Street. He confirmed that he has not torn it down yet, but he will by April 30, 2014. He got rid of the old excavator. Nicki will need a machine to tear down the building shed. He thanked The Leader for recognizing him as a builder and developer who as built more homes than anyone else in PT.

Open Discussion was next on the Agenda.

32. The Thomas' thanked Charley Hough, our President, for all his labor, gas and equipment used to mow considerable acreage. He also thanked Charley for repairs and maintenance within Lynnesfield. He suggested that there be some compensation for Charley but no motion was made.
33. Mr. Hough responded that he takes pride in this neighborhood and doesn't want neighbors fighting. If something is blatantly breaking the rules promulgated by the CC&Rs, please talk to him. His management style is to discuss issues one-to-one. He reiterates that part of being in this community is caring about it.

Neighborhood Watch Program:

34. Mr. Hough noted that he found out about a partial Neighborhood Watch Program that was initiated while he was on vacation. He prefaced his remarks by reminding members of LHOA that Trayvon Martin's family successfully received approximately one million dollars from the Florida HOA as a result of the Martin's wrongful death civil suit. Mr. Hough spoke with Richard Vaughn of the PT Police Department and requested a copy of the PT Guidelines for Neighborhood Watch Programs. Eventually, he received a packet from the Police Department on 10-18-13. Upon review, the PT Guidelines are in step with the National guidelines. In other words, report only, do not take action (even verbal) and no guns. [See attached Memorandum dated October 18, 2013 from Connor L. Daily, Chief of Police for the City of Port Townsend with the Subject: Neighborhood Watch Guidelines.]
35. Mr. Hough mentioned that the LHOA cannot and will not stop anyone from participating in a Neighborhood Watch Program, but LHOA does not sanction this Watch Program. The Lynnesfield HOA did not request the establishment of a Neighborhood Watch Program, does not sanction this program and is not responsible for any actions taken under the umbrella or this program. Mr. Hough pointed out that our insurance company is concerned about this issue as a potential liability. Mr. Hough restated that it is fine to organize and have such a program but reminded the homeowners that we already have something like it in place in that we all look after and call each other.
36. April Speer said she likes the Lynnesfield CC&Rs. She feels they are livable and not like the CC&Rs at Kala Point which are apparently strict,

detailed and enforced. She feels we are all human and that she would like to live in a warm and friendly neighborhood. There was a general murmur of agreement.

37. Concerning maintenance of Lynnesfield, Mr. Hough thanked Bus Lahren and Zelda Kennedy for clearing the cattails out of the fairly large pond and for repairing all of the multi-family trash and recycling enclosures. Many thanks are, therefore, extended to Bus and Zelda.
38. Officers were elected for 2014. No homeowners were nominated or willing to serve as an officer in 2014. All 2013 officers were re-elected. Dyrk Lansdon moved that we accept the current officers to serve in their same capacity for the year 2014. Kevin Alexander seconded this motion. There were no dissenting votes. For 2014, the officers of LHOA will be President Charley Hough, Vice President April Speer, Treasurer Tom Higgins, and Secretary Virginia King.
39. The Paint and Building Committee was combined last year. It was pointed out that committee member Debbie Thomas has sold her home and moved out of Lynnesfield. Nominations were sought to replace her on this committee and since none were made, a motion was made by Sally Murray to resize the committee to 5 people. The members of the Paint and Building Committee for 2014 are now Charlie Aldrich, Zelda Kennedy, Kevin Alexander, Bill Murphy (Chair) and Marilyn Sandau. Florence Zarro seconded the motion to establish a committee of 5 instead of 6 and it was passed.
40. There being no further business, the meeting was adjourned at 7:22 PM.