

# Lynnesfield Homeowner's Association

## Annual Meeting minutes

November 7, 2018

- I. Welcome and call to order – President Michael Turner
  - a. Introductions, sign in and determination of Quorum
    - i. Proxy votes sent in =48; 20 were returned to owners at the meeting leaving 28 proxies.
    - ii. Owners of 27 lots were present
    - iii. A quorum was met with 55 owners and proxies (82%) (see attachment for list)
    - iv. Alexander thanked everyone who returned proxies early, it made it much easier for the Board. He also thanked all the owners who were able to attend and participate in the meeting.
- II. Election of Board Members to One Year Terms – Michael Turner
  - a. Michael Turner – President
  - b. Sally Giesler – Vice President
  - c. Kevin Alexander – Treasurer
  - d. Peggy St Clair - Secretary
  - e. No new volunteers
  - f. All members of the Board agreed to serve for another year
  - g. Motion was made to reelect these board members; seconded. The vote was unanimous. Motion passed.
- III. Election of Paint and Architecture Committee to one year term – Michael Turner
  - a. Marilyn Sandau has moved away
  - b. Charlie Aldrich
  - c. Bob and Carol Huber
  - d. Kevin Alexander
  - e. Peggy St Clair
  - f. Craig Chambers volunteered for committee
  - g. All previous members agreed to serve for another year
  - h. Motion was made to elect/reelect these committee members; seconded. The vote was unanimous. Motion passed.
- IV. Approval of October 26, 2017 minutes – Michael Turner
  - a. No corrections or amendments were offered; minutes stand approved as written
- V. Treasurer's Report – Kevin Alexander

- a. Expenses year to date reviewed (see attached). Full reports for 2018 will be posted on the website in January 2019.
  - b. Our current bank balance is: \$18,752.47
  - c. We're looking pretty good, our balance is higher than last year. We would like to build it up a little higher for any large expenses that may come up in the future. Our balance has been increasing for the last 4 years.
  - d. Cash flow – see attached (or on website)
- VI. Discuss and vote on proposed amendment regarding ADU restrictions
- a. Discussed revision of current CC&R, Article III Restrictions, Section 17 which currently states “ADU accommodations are acceptable...and shall not be less than 1200 square feet”.
  - b. Proposed modification removed square footage restriction, and added a section stating “ADU’s must meet all current City of Port Townsend codes and regulations unless specified otherwise in the CC&R’s”; basically matching city codes.
  - c. Motion was made and seconded; amendment carried unanimously.
- VII. Discussion of HOA support for neighborhood picnic
- a. Discussed great summer picnic with thanks to the “organizers” – Bob Huber and Bob Drolet.
  - b. Would like to see this activity continue and with no objections, would like to have HOA kick in \$50 - \$100 for miscellaneous items.
  - c. No objections.
- VIII. Progress report from Joe Campbell
- a. Neighborhood is evolving; two homes under construction with one more lined up; only about 5 lots left
  - b. There is a potentially dangerous tree on lot 38. It is right on the property line so ownership is in question since the lot is vacant; still some specific tree concerns – does the HOA need to approve any tree falling on privately owned lots, does the city have regulations regarding the cutting of trees; the Board will investigate and work with Joe.
  - c. Joe is not retiring yet, he plans to keep building homes.
- IX. Open Discussion/New Business
- a. Charlie Aldrich is concerned about the trees on the edge of the play field behind his house; needs trimming. Also there is an old garbage bin enclosure in front of MF8 that isn't in use since the garbage bins are now across the street . Does it need to be removed? The Board will look into both items.
  - b. Two multi-Family unit owners and the Property Manager for 4 others were present and lighting was discussed. General concern that lights do not

adequately light the sidewalks. Uneven side walk has been “somewhat” addressed. The city, who is responsible for the sidewalks, was notified and came out and painted a yellow stripe on the uneven parts. They had said they would come back and grind uneven parts down but this has not happened. Kevin Alexander said he would contact the City again.

- c. It was mentioned that lighting is addressed in the CC&R's; that any lights should not be too bright or shining into another's house. Down lighting is recommended to avoid light pollution. Alexander stated that in some cases a relatively easy fix is to add light shields to existing lights, other times fixtures would need to be replaced. The Multi-family unit owners will look into making changes, they have the only sidewalks in the development.
- d. Ginny (for Charlie Hough) – concern that some yards need cleaning up and mowed. It is in the CC&R's that yards are supposed to be landscaped within first year of occupancy. The vast majority of owners in Lynnesfield maintain their property in good condition, the Board will work with property owners whose lots aren't in compliance.
- e. Gloria Wesson, owner of multiplex 4 voiced concern that tenants do not have enough parking. Zelda \_\_\_ had an area on the other side of the street graveled; could more areas like that be done? The city owns the street and there could be a liability issue if we did the gravel and made it “look” like a parking space. Another concern is safety for the children using the play field, if cars are parked on the west side of the street it would restrict driver's view of children who might run out into the street. The property manager said she “striped” her parking areas and that seemed to really help. A proposal was made to consider turning the vacant lot south of MF8 into a small parking lot for additional spaces, but it was pointed out that that is dedicated open space.
- f. It was noticed that a few trees in the common area are dead and need to be removed. Kevin Alexander stated that some may look dead but are not. He'll check them out.
- g. Someone asked about the bollards at the end of Jackman and it was stated that they were installed by the city (at NO cost to us) to stop vehicles from driving on the trail.

Meeting adjourned at 6:55pm