



# Lakeview Estates Homeowners Association

Annual Meeting – July 31, 2021

## **DRAFT** MINUTES OF MEETING

- **The annual meeting of the Lake View Estates Homeowners Association (LEHA) was held at 10:00 AM on Saturday, July 31<sup>st</sup> at the Fayette Central School located at 2023 Main Street (Rt. 17) in Fayette, Maine.**
- **Welcome/Call to Order**
  - Secretary Taylor Jenkins recorded the attendees and proxies, as follows:  
**Lot represented:**
    - By attendees: Lots 1, 2, 3, 5, 7, 9, 10, 11, 12, 13, 14, 16, 18, 19, 23, 30, 32, 33, 34, 44, 45, 46, 47, 48, 49, 54, 55, 56, 58 (Total: 29)
    - By proxy: 4, 31, 37, 39, 52, 59 = 6 totalAt the time of the meeting, Richard Hicks reported that 57 of our 59 lots were lots in good standing, so that a quorum of 19 was required to proceed with the meeting. **The quorum was met with 35 lots represented.**
  - President Tom Jenkins welcomed the meeting attendees and noted/commented:
    - We would like to welcome new lot owners:  
Lot 5 – Phil Amato and Maura Higgins  
Lot 29 – Kevin and Hedda Scribner  
Lot 35 – Emily Winter and Mark Stultz  
Lot 38 – Kristen Lorenz  
Lot 39 – Guy Walker and Lisa Barrie  
Lot 40 – Megan Roberts  
Lot 45 – Donald Dostie  
Lot 47 – Erica and Corrie Coombs  
Lot 56 – Dorothy Thayer  
Lot 58 – Jeffery and Leah Smith
  - There was a **MOTION** to waive the reading of last year's meeting minutes. The motion was seconded and following a comment that the attendance be added to the minutes, the **VOTE** to waive reading of the minutes was unanimously **APPROVED**.
- **Treasurer's Report – Richard Hicks**
  - Richard had submitted and posted a report for the membership to review and hard copies were made available to meeting attendees for review. Comments, questions and clarifications included:
    - As of May 31, 2021 (The end of the fiscal year) the LEHA checking account balance was \$25,020.78 which includes payments deposited since March, 2021.
    - Accounts receivable continue to include penalties, fees and interest which accounts for 95% of the total AR balance.
    - Comparative analysis for fiscal years 2016 to present show an average difference between money in and money out of -\$1,803.96.
    - Dollar amount spent on road maintenance increased 19% over the past year partially due to the emergency repair required earlier this spring.

- Three different versions of the fiscal budget for 2022 and 2023 were included in the treasurer’s report handout illustrating the difference between a yearly increase of \$0, \$50 and \$100. The three versions clearly indicated the varying potential “Net Difference”, “Estimated Checking Balance” and “Lowest Checking Balances” resulting from each of the potential fee adjustments presented.
- Mention of potentially opening a line of credit to be used in the event of emergency repairs was briefly discussed.
- A **MOTION** to accept the report was made, seconded with no further discussion, it was unanimously **VOTED** to accept the report.
- A **MOTION** to accept the budget was made, seconded with no further discussion, it was unanimously **VOTED** to accept the budget **Version 2** for the upcoming FY.

● **Reports of Committees**

○ **Road Committee - Joe Longtin**

Joe Longtin gave an oral report regarding the maintenance of the road throughout the year stating that the conditions maintained over the winter months were more than satisfactory with the roads being kept clear and well sanded in a timely manner after snowfall. He stated that since the spring melt there has been less road crew presence and that he has spoken to Jeff about making more frequent “drive-bys” to check on potholes and wash-outs, etc. There was a brief discussion regarding the addition of road cloth at the top of the common lot driveway to reduce erosion and wash-out. Road cloth would not widen the road but would span across the existing road to help hold road material where it is placed.

There was discussion regarding clarifying the scope of Jeff’s contract with regard to additional costs of materials, possibly appointing someone from the association with experience in such matters to be tasked with reviewing and approving any “emergency work” prior to it being performed.

- A **MOTION** to extend and amend and re-negotiate Jeff’s contract was made. The motion was seconded, **VOTED** and passed unanimously.

○ **Lands and Assets Committee (renamed from the Common Lot Committee - Land side) - Moe Longtin**

Moe had submitted a report and it was included in the President’s report. Talking points included the newly purchased trash and recycling bins, repairs made to the common lot outhouse by Sandy (roofing, siding and painting), mailbox repairs, new Lakeview Estates Sign (since installed, thanks to Jaew Henry) and thanks to all those who assisted with the common lot cleanup.

○ **Waterfront Committee - Sandy Rioux**

Sandy had submitted a report and it was included in the President’s report. Talking points included the dock and float removal last fall, new rope to replace the chain tether and the construction of a new boat/kayak rack. Landowners were reminded to please not leave boats where they will obstruct the path to the water.

Sandy will schedule and coordinate the removal of the dock and float in the Fall, most likely before the Columbus Day weekend.

○ **Nominating Committee - Sandy Rioux, Monique Longtin and David Simmons**

Tom Jenkins (President), Sandy Rioux (Vice-president), and Taylor Jenkins (Secretary) are beginning the last year of their 2<sup>nd</sup> 2-year terms. [Our By-laws prohibit them from serving further terms as the same officers.] Richard Hicks, the current LEHA Treasurer's term has expired. The committee nominated Deirdre Richardson to replace Richard, as Treasurer.

- A **MOTION** to elect Deirdre Richardson to serve as Treasurer for a term of 2 years was made, seconded with no further discussion, it was unanimously **VOTED** to approve the candidate to serve a 2-year term.

○ **Bylaws and Policies Committee - Gail Rioux**

Gail had submitted a report and it was included in the President's report. Significant effort has been made to review and rewrite the current By-laws to clarify ambiguities, delete outdated and non-applicable text to improve the management of the association. The proposed By-law changes were developed, reviewed by legal counsel and forwarded to the membership for review and comment. The in-place By-laws required that any amendments to the By-laws be proposed by a majority of the membership. Over 30 lot owners supported bringing the amended By-laws to a vote at the Annual Meeting.

Proposed edits were handed out to meeting attendees and the nine (9) edits were reviewed and discussed in order. Liz Hicks and Gail Rioux led discussion on the changes and clarifications made to the By-laws.

- A **MOTION** to adopt the bylaws as amended was made, seconded, **VOTED** and passed.

- **Sign Subcommittee.** Tom reported that the sign subcommittee, chaired by Bob Harradon had reviewed various local, state and federal regulations. The committee recommended that we abide by what is currently in place in our covenants.
- **Road Maintenance Contract.** See previous discussion regarding extension of Jeff Mrazik's contract.
- **David Pond Outlet Update.** Tom reported that there have been no issues with vandalism at the dam and that the Basin David Tilton Pond Association would be meeting on August 7, 2021 to follow up on the matter. Meetings have been held with the Jackmans to discuss and better understand the issues and Tom has kept MEDEP informed.
- **Lot 24.** Tom reported that he had been in contact with David Russell (Blackfoot Realty) who has been paying the taxes on the lot since 2006, so that the Town will not foreclose on the property. He has also been in contact with the Town Manager who will have the assessor visit the property and reassess its value to include the improvements on the lot (driveway, foundation, electrical, well).
- **Lot 38.** Tom reported that he has met and spoken with the lot owner (Howard Leonard) and informed him of the members' concerns about the disturbance to the buffer zone and that the remedial planting of trees was not considered (by some) to be enough. Don Dostie noted that the buffer zones were established by Maine DEP and that we should consult with them regarding the environmental impacts of the lot owner's actions.

- A **MOTION** for the board to file a complaint with DEP regarding the alleged buffer zone violation was made, seconded, further discussed, **VOTED** and passed.
- **Basin Pond Boats and Kayaks.** Tom reported that the number of vessels has dropped from about 40 last year to 15 and that this may have resulted from a rumor that we were going to give notice and auction off vessels that were not removed by a certain date. He clarified that the land is owned by the Town and that the public had a right to access the conservation easement anywhere within 50' of the shoreline. The matter will be discussed further at the BDTPA meeting on August 7, 2021.
- **Donations.** Moe advised the attendees of the financial health of the BDTPA. Last year, we , voted to donate \$300 to the BDTPA.
  - A **MOTION** was made to donate \$300 to the BDTPA, seconded with no further discussion, it was unanimously **VOTED** to make a \$300 donation.
- **Annual Dues.** There was a discussion about increasing annual dues based on the previously reviewed and adopted treasurer's report.
  - A **MOTION** was made to increase the annual dues to \$350, seconded, discussed, **VOTED** and passed with majority in favor.
- **Adjournment**
  - A **MOTION** was made to adjourn the meeting, seconded and **VOTED** to adjourn at 12:15 pm.