

**Minutes of the Special Meeting
of the Fork Landing Farms Homeowners Association
August 28, 2022 at 2:00 pm at the Milford Moose Lodge**

1. 2:00 **Call to Order** by President, Adrian Hunnings. Board members present: Ron Rizzo (VP), Carl Buczek (Treasurer), Janice Imwold (Secretary) and Melissa Ramey (Director). 2:02 Secretary **verified a Quorum** was present. 32 homeowners were present representing 24 lots and 11 proxies resulting in 54.6875% of our lot owners. (35 total: 5602, 5603, 5604, 5605, 5606, 5608, 5609, 8604, 8607, 19560, 19570, 19573, 19584, 19585, 19587, 19588, 19590, 19592, 19593, 19594, 19596, 19602, 19603, 19604, 19605, 19606, 19608, 19610, 19619, 19622, 19627, 19628, 19635, 19639, 19644.)
2. 2:05 Robert's Rules of Order were discussed with agreement that the meeting would be conducted under the rules of "**Committee of the Whole**".
3. The chair briefly reviewed the 3 "redline" documents that had been distributed 2 weeks prior to the meeting. The meeting was expected to focus on the proposed "Community Regulations" document. It was explained how the "Community Regulations" document included references in blue to link to the appropriate paragraphs in the redline versions of the Declaration and the Bylaws. The Declaration and the Bylaws with edits in red showed how these documents would need to be edited to allow for the revisions as currently proposed in the Community Regulations document.
4. **Review of the "Community Regulations" document by section:**
 - Part A**
 - 1) **Animals:**
 - a) Accepted as written by unanimous consent.
 - b) Motion was made to allow doghouses in fenced yards but no 2nd. Motion made to grandfather any existing doghouses but no 2nd since contradicts present regulations. Motion made to loosen time constraints (Immediately could be unreasonable, e.g., late at night.) for pet droppings in their Lot Owner's yard. Seconded and majority passed.
 - 2) **Antennas:** Accepted as written by unanimous consent.
 - 3) **Awnings:** Motion made to delete red sentence thus allowing awnings in the front. Seconded. Vote 50/50 so not passed.
 - 4) **Clothesline:** Accepted as written by unanimous consent.
 - 5) **Businesses:** Motion made to change wording from "client-based" to "no clients coming to residence" to clarify exactly what was meant by no client-based business.
 - 6) **Common Areas:** Motion made to change red "All other" back to "These" but no 2nd. Lengthy discussion followed as to difference between our forested buffer areas along the creek and Union Cemetery, and the other FLF common areas. The Association has in the past attempted to keep the forested buffer areas cleared, particularly around the

pier, but determined that it was too expensive to maintain. The Association consequently allowed individual homeowners to clear and maintain these areas behind their homes. The HOA will only be responsible for cutting down trees that pose a danger to the community. Motion made and passed to leave paragraph as written.

7) Decks, Patios, and Walkways: Motion made to delete “Patios and walkways that cannot be seen from the street do not require an application” but no second. Motion made and passed to leave paragraph as written.

3:00pm

8) Drainage Easements: Accepted as written by unanimous consent.

9) Driveways: Accepted as written by unanimous consent.

10) Fences: Change “should” to “shall” here (and throughout document). There was considerable debate about whether the building requirements for pools in Milford are required to have a 6-foot privacy fence around the pool. City of Milford building codes will prevail. Otherwise, motion made and passed to accept paragraph as written. (After the meeting, it was confirmed that the City of Milford only requires a 4-foot privacy fence.)

11) Flags: Accepted as written by unanimous consent.

12) Gazebos, Pergolas, Arches, Trellises: Accepted as written by unanimous consent.

13) Grills, Firepits, and Outdoor Fireplaces: Accepted as written by unanimous consent.

14) Ground Maintenance requirements: Accepted as written by unanimous consent.

15) Hot Tubs, Spas, Whirlpools: Accepted as written by unanimous consent.

16) Lawn Statues and Decorations: Accepted as written by unanimous consent.

17) Mailboxes: Accepted as written by unanimous consent.

18) Motorcycles, Motor Scooters, Golf carts. Accepted as written by unanimous consent.

19) Noise and Odor: Accepted as written by unanimous consent.

20) Play Equipment: Accepted as written by unanimous consent.

21) Portable Storage Unit: Accepted as written by unanimous consent.

22) Property Maintenance Requirements: Accepted as written by unanimous consent.

23) Rental properties: Accepted as written by unanimous consent.

24) Rain Barrels: Accepted as written by unanimous consent.

25) Sheds: Accepted as written by unanimous consent.

26) Sidewalks: Accepted as written by unanimous consent.

27) Signs: Accepted as written by unanimous consent.

28) Snow Removal: Accepted as written by unanimous consent.

29) Solar Panels: Accepted as written by unanimous consent.

~~**30) Storm Doors:**~~ Deleted from this section and moved to Part C Section I 2c.

31) Swimming Pools: Motion made to remove “Above ground pools”. Seconded. Passed with overwhelming majority.

32) Trash Receptacles: Accepted as written by unanimous consent.

33. Vegetable Gardens: Accepted as written by unanimous consent.

34. Vehicles: Accepted as written by unanimous consent.

4:00pm

5. Part B Governance

Section I

- 1) **Name:** Accepted as written by unanimous consent.
- 2.a) **Annual Meeting:** Accepted as written by unanimous consent.
- 2.b) **Special Meeting:** Accepted as written by unanimous consent.
- 2.c) **Quorum:** Following much debate, motion made to change the definition of a quorum from 20% to 30%, seconded and passed.
- 2.d) **Notice Requirements:** Accepted as written by unanimous consent.
- 2.e) **Action by Ballot:** Accepted as written by unanimous consent.
3. **Voting:** Accepted as written by unanimous consent.
4. **Officers:** Accepted as written by unanimous consent.
5. **Election of Officers:** Accepted as written by unanimous consent.
6. **Removal of Officers:** Accepted as written by unanimous consent.
7. **Filling Vacancies in Officer positions:** Accepted as written by unanimous consent.
8. **Duties of the Association:** Chair specifically explained the sections on Budgets, Reserves Study, and Audits. A sample end-of-year financial statement and general ledger had been distributed 2 weeks earlier with the other documents. Accepted as written by unanimous consent.

Section II: Executive Board

1. **Directors:** Accepted as written by unanimous consent.
2. **Appointment of non-voting officers:** Accepted as written by unanimous consent.
3. **Meetings of the Executive Board:** Accepted as written by unanimous consent.
4. **Quorum:** Accepted as written by unanimous consent.
5. **Action by Ballot:** Accepted as written by unanimous consent.
6. **Unanimous Consent:** Accepted as written by unanimous consent.
7. **Duties of the Executive Board:** The chair specifically explained the paragraph on administering budgets and the limitations imposed on the Executive Board. The chair explained the paragraph regarding conducting a Reserve Study. Accepted as written by unanimous consent.

6. Part C: Architectural and Landscaping Applications and Approvals:

Section I: Application Requirements

1. **Application required:** After much discussion regarding 1.c) a motion was made, seconded, and passed to delete 1.c. Placement of additional trees will therefore not require a permit. Paragraphs a.) and b.) Accepted as written by unanimous consent.
2. **No application I required:** Accepted as written by unanimous consent.

Section II: Receiving Architectural or Landscaping Approval:

1. Accepted as written by unanimous consent.
2. Accepted as written by unanimous consent.
3. Accepted as written by unanimous consent.
4. Accepted as written by unanimous consent.
5. A motion was made, seconded and passed removing the portion in red indicating the CRO would post the application on the community website.
6. A motion was made, seconded and passed removing the portion in red indicating the CRO would post the application on the community website.
7. Accepted as written by unanimous consent.
8. Accepted as written by unanimous consent.

7. Part D Enforcement and Penalties for Violations of Community Regulations:

1. Accepted as written by unanimous consent.
 2. Accepted as written by unanimous consent.
 3. Accepted as written by unanimous consent.
 4. Accepted as written by unanimous consent.
 5. Accepted as written by unanimous consent.
8. 4:55 Motion made to authorize the Board to finalize revisions to the Declaration and Bylaws (so that they will represent the changes to the Community Regulations document made at this Special Meeting by the homeowners) and to turn these legal documents over to the attorney who will prepare them for final signature vote. Seconded and passed by unanimous consent.
9. Other business: Melissa presented the idea of installing an ADA compliant concrete walkway from the sidewalk along Drummond Dr down to the pier so that our residents who are handicapped or who are pushing strollers can also get down to the pier. Response was favorable to include it in next year's budget at the Annual Meeting so that it can be discussed.
10. Meeting adjourned at 5:00 pm.