

SHCA Board Meeting Meeting Minutes

August 19, 2020

I. Call to order

Doug Brady called to order at 4:32PM

II. Attendees

Doug Brady, Mike Biggs, Daryl Poirier, Melissa Pinion

III. Approval of minutes from last meeting

N/A

IV. Open issues

1. Development of Fine Structure
 - a. \$20 per day per violation
 - b. Notices
 - i. First notice by mail
 - ii. Second notice to be sent certified mail
 - (i) 10 business days after first letter
 - (ii) Request homeowner to respond with plan to resolve within 10 business days of receipt of second notice
 - (iii) Fines begin to be charged 10 business days after receipt of second letter
 1. Board can vote on situational exceptions
 - iii. Notices to be sent every 10 days with total of fine accruals
 - (i) Email copies to be sent to Board members for awareness
 - iv. Violations to be addressed upon receipt of officially submitted written complaints
 - c. Fine policy to be implemented January 1, 2021

- d. Motion made to create fine structure as outlined by Mike Biggs; 2nd by Melissa Pinion; Motion accepted
 - e. Ask lawyer if Board will need proof of receipt of fine policy change communication from homeowners
 - f. Write up formal policy and procedure – Board or lawyer?
 - g. Create notes on why this policy was created for future Board members
2. Propose drafting amendment to redo commercial recreational vehicle bylaw
- a. Commercial vehicles
 - i. Cannot be constricting the flow of traffic, if parked on the street
 - ii. Must be in working order and used at least once every two weeks
 - b. RVs, Boats, Trailers, and Recreational Vehicles
 - i. Allowed in garages all year
 - ii. Allowed in driveways only [no street parking] from one week before Memorial Day to one week after Labor Day
 - (i) No more than one consecutive week at a time
 - (ii) Possible mention of some appearance/working order requirement?
 - c. Get feel of Association members for interest in amendment
 - i. Include in Newsletter
 - (i) Request written feedback responses/concerns/questions
 - ii. Hold Zoom Meeting Sept. 20th at 6PM for open discussion
3. Entrance Update
- i) Waiting on design from Atlas
 - a. \$8k deposit paid
 - ii) Coordinating stones to be engraved
4. Newsletter

- a. Topics to be included
 - i. Fine policy implementation
 - ii. Amendment proposal
 - iii. Status on entrance
 - iv. Reminder about speed through subdivision
 - v. Reminder not to constrict traffic with street parking
- b. Doug to draft newsletter by Sept. 1 and mail to membership before Labor Day

V. Adjournment

Doug Brady motion to adjourn; 2nd Daryl Poirier.

Minutes submitted by: Melissa Pinion

Minutes approved by: