

# APPROVED

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LUDLOW MAINTENANCE COMMISSION, INC.

December 13, 2008 – 9:12 a.m. – Bay View Room

**Trustees:** Jim Boyer, Vaughn Bradshaw, Ian Feltham, Hugh Jenings, Jr., Stan Kadesh, Paul Moseley, Art Moyer, Jerry Nelson, and Elizabeth Van Zonneveld.

President Boyer called the regular board meeting to order at 9:12 a.m. Roll call was conducted by Secretary Bradshaw. All trustees were present with the exception of Trustees Jenings and Nelson. Also in attendance were General Manager Brian Belmont and Bill Hansen, acting Parliamentarian.

**Approval of Minutes:** *Trustee Van Zonneveld made a motion to approve the regular meeting minutes of November 8, 2008, as amended. Trustee Moyer seconded the motion and the motion carried unanimously. 08-12-01*

*Trustee Kadesh made a motion to approve the minutes of the executive session of November 8, 2008. The motion was seconded by Trustee Van Zonneveld and carried unanimously. 08-12-02*

*Trustee Van Zonneveld made a motion to approve the special meeting minutes of November 15, 2008. The motion was seconded by Trustee Kadesh and carried unanimously. 08-12-03*

**Agenda Changes:** President Boyer asked if there were any changes to the Agenda. Trustee Van Zonneveld proposed changing Item c. under New Business - Drainage Easement Request #2-3-112 to follow the Greenbelt Committee's report. There were no objections to this change.

**President's Remarks:** President Boyer commented on how nice the newly installed Port Ludlow Yacht Club display looked in the glass case at the rear of the Bay View Room. The Maintenance Staff was complimented on the new off-white paint on and around the cabinets.

### **Manager's Report – Brian Belmont**

The trustees have been provided with the November 30, 2008 financial statements. As shown in the Late Collection Summary, dated December 9, 2008, there are currently \$3,985.60 in past due assessments and fees owed to LMC by four property owners. When preparing the 2009 budget in September, I estimated the revenue and expenses for the last four months of the year. Those projections were added to the 8 month actuals which then indicated we were on track to be over budget by more than \$10,000. As you look at the November 30, Budget vs. Actual financial statement, it now appears that we will have sufficient operating funds for the remainder of 2008.

Port Ludlow Computer Club recently donated a computer to the Beach Club. The computer has been setup in the Gazebo as a public computer. It has wireless internet access. LMC member Pete Becker donated the flat screen computer monitor. Currently there is not a printer attached to the computer but one may be added later. The new computer is setup so that data cannot be saved to the hard drive which means that users will need to save to a cd or thumb drive. A thank you letter will be sent to the Port Ludlow Computer Club.

## **APPROVED**

Contractor Joe Thompson has made the necessary repairs to the Beach Club down spout drain system. Total repair cost was \$840.

LMC member Steve Siegiel has been helping assess the Beach Club lighting. When feasible, incandescent lighting is being replaced with fluorescent bulbs. In order to accommodate the fluorescent lighting, several dimmer switches have been removed or disconnected by Steve. I will keep the Board apprised of our progress. A comparison of watts used with the old lighting versus wattage used with the new lighting will be provided when available.

The Beach Club will close early on December 24 at 1:00 p.m. The facility will also be closed Christmas and New Years day. Mr. Belmont is taking Friday, December 26 off.

Bill Brown, representing the Port Ludlow Village Council (PLVC), contacted Mr. Belmont on December 12. Mr. Brown is working on some website material for the PLVC, and has assembled a page on the website that lists boards and board members of the various sub associations in the South Bay, along with their phone numbers and email addresses. Mr. Brown requested a similar list for the North Bay, to try to provide a single point of reference for the community. Mr. Belmont requested the various associations in the North Bay contact him with their information, if they wish to be included in this reference, and he will get the material to Mr. Brown for the website.

Discussion followed related to the down spout drain system repair by Joe Thompson. Mr. Thompson installed a clean-out on the north end of the line to enable access if required. Final destination of the water flow is undetermined at this time, but all appears to be working satisfactorily. Mr. Belmont suggested the water is possibly running into a drywell in the area.

### **COMMITTEE REPORTS:**

**Architectural Control Committee (ACC)** – Sharron Sherfick, Chair (written report follows)

Regular meetings were conducted on November 10<sup>th</sup> and November 24<sup>th</sup> and a special meeting convened on November 13, 2008.

The special meeting was held to review the Port Ludlow Maintenance Commission attorney's recent interpretation of The Typical Restrictive and Protective Covenants covering the Plats of Port Ludlow No.'s 1, 2,3,4,5 and 6, Paragraph 4 Architectural Control Committee, and whether this opinion should influence a reversal of the ACC decision to deny the View Obstruction Tree Removal Request made by David Daniels, owner of Lot #2-3-112. After discussion, the committee was unanimous in reversing the September 22, 2008 ruling. The committee was represented at an Appeal Hearing on November 15, 2008 by Sharron Sherfick, relative to the Tree Removal Request of David Daniels. The ACC rationale for reversal was discussed as well as conditions of approval to be included in the notification letter to Mr. Daniels.

All ACC members agree that the ACC guidelines regarding all matters with trees need refining. Dwayne Wilcox and I (Ms. Sherfick) would like to hold a joint meeting between members of the ACC and CRC as soon after January 1<sup>st</sup> as possible.

## **APPROVED**

The recent revisions to the draft of the “ACC Policies and Procedures” will be reviewed at the next regularly scheduled committee meeting on December 22, 2008. Our goal is to have them finalized in January, 2009.

Discussion followed. Trustee Moyer stated there was a need for ACC to rewrite the committee’s guidelines related to trees and view issues, for clarification and enforcement, and to assist future ACC members.

### **Covenants and Regulations Committee (CRC) – Trustee Moyer for Dwayne Wilcox, Chair**

Trustee Moyer stated Mr. Wilcox was to meet with former CRC chair, Catherine Garrison, and Trustee Moyer about the differences between the Articles of Incorporation and the Bylaws. At this time no definite meeting has been set.

### **Communications Committee (CC) - Barbara Berthiaume, Chair**

Ms. Berthiaume announced the CC has changed their meeting date to the Thursday before the monthly LMC meeting.

A draft of the proposed winter LOG has been provided to the trustees for their input prior to publication. The CC is in the process of developing the committee’s policies and procedures. A job description for editor of the newsletter will be included. Articles of interest are being considered for the next issue which is due in March. The CC is setting their agenda for the coming year. In addition to getting out the newsletter, the committee is trying to find ways to enhance and improve communication. Communication skills training within the committee is planned.

Trustee Moyer stated his objection to the front page article (draft) of the December 2008 issue of the LOG. President Boyer explained his position on the content of the article and lengthy discussion followed.

Trustee Van Zonneveld suggested the trustees accept the LOG for publication and agree to email President Boyer those things that are of concern. Discussion continued. President Boyer made several changes to the LOG’s President’s Message article. Discussion continued with audience participation.

*Trustee Van Zonneveld made a motion to accept the LOG, as amended, for publication. Trustee Moseley seconded the motion. The motion carried 6:1 with Trustee Moyer opposed. 08-12-04*

### **Finance Committee (FC) – John Van Zonneveld, Chair**

Mr. Van Zonneveld requested the trustees approve LMC member Eve McDougall as a member of the FC. Ms. McDougall, a current member of the Operation Committee (OC), has agreed to resign from the OC to become a member of the FC.

*Trustee Moyer made a motion to accept Eve McDougall as a member of the Finance Committee on the condition she resigns from the Operations Committee. Trustee Bradshaw seconded the motion and it carried unanimously. 08-12-05*

## APPROVED

**Finance Report prepared by Treasurer Ian Feltham** - Our Corporation is not adequately funded; we have future expenditures that will require a considerable amount of money. One of the major reasons for the shortage is that no Reserve Fund was developed until the Association was more than 25 years old. Some very major repairs need to be done now. The Bay View Room roof needs to be replaced, our electrical system is old and doesn't meet current code requirements, and the men's locker room drainage system has to be replaced. The last two items are not part of the Reserve or Operating budget and require separate funding. To pay for these two repair or replacement items we would have to use part of our reserve funds, however, our current Board Approved Policy requires that the funds so used would have to be replaced within three years.

Between now and the 2009 April Annual Membership meeting, the LMC Board of Trustees will be reviewing different methods of funding to replace the Reserve Funds needed for the unexpected repairs. Possibilities include Special Assessments, or changing the annual assessment base amount (which is tied to the Consumer Price Index). Both methods require approval by the membership. An alternate possibility is to reduce the daily operating costs of the club by operating only eight hours a day six days a week which is a distinct disadvantage for the local membership.

Your Finance Committee urges all members to get involved now so that all funding possibilities can be fully explored. The committee meets at the Beach Club at 9:00 a.m. on the Thursday prior to the monthly LMC Board meeting. All members are invited to attend and participate. Come – Join us – learn and help us work toward an acceptable solution.

### **Greenbelt Committee (GBC) – Ted Buehler, Chair**

Mr. Buehler recommended the trustees approve the addition of LMC member Ross Robson to the GBC. *Trustee Moyer made a motion to accept Ross Robson as a member of the GBC. The motion was seconded by Trustee Van Zonneveld and carried unanimously. 08-12-06*

Outstanding Requests – A summary of the status of the GBC's outstanding requests, along with the minutes of the most recent GBC meeting, are always posted on the Beach Club bulletin board.

Changes on the Committee – Joan Dragnich has resigned. After many years of service she has decided to pursue other areas in which to volunteer. She has made a major contribution to the GBC and will be missed. Ross Robson has agreed to serve on the committee for the remainder of the year, subject to trustee confirmation. Ross has previously served on the GBC and, in fact, was the chairperson at one time. Ted Buehler has appointed Steve Siegiel as vice-chair.

GBC Activities – For the last several months the GBC has had guest speakers at each meeting to address issues of effective greenbelt management. The list includes a forester, an arborist, and most recently Ed Wilkerson, our Fire Chief. The committee has learned much, and the GBC intends to pass on much of the information to our members in coming months. Most of the information confirmed the wisdom of our present regulations, but several things challenged current thinking, (the committee intends to review these issues with the board upon further investigation).

## APPROVED

Blind Corner Clearing – If you've had occasion to cross Walker or Swansonville from Rainier, you may have noticed that it's now easier to see oncoming traffic. Some of the committee & Jim Irving, a volunteer, have cleared the brush on both sides of the road.

Greenbelt Cleanup – The GBC is in the initial stages of a plan to clean up areas of the Greenbelt utilizing volunteers on a cost-sharing basis. This would be above and beyond the primary concern for the identification and removal of hazardous trees.

Legal Authority – There is a pending problem of trees on private property that overhang the Greenbelt and restrict the views of others. Mr. Buehler posed the question of whether or not the LMC owns the air space above the Greenbelt. He asked if the Board is comfortable in assuming that we can trim trees on (or partially on) private property that overhang the Greenbelt and obstruct views. He asked if we need a legal opinion, or if the matter should be referred to the CRC. Discussion followed. Trustee Kadash stated that from a legal standpoint, he had been involved in this type of issue previously. If there is a tree that is overhanging your property, you do own it and you do have the authority to trim it to eliminate the overhang on your property. Mr. Buehler asked if this was a legal opinion and Trustee Kadash confirmed that it was. Lengthy discussion continued.

*Trustee Van Zonneveld made a motion that the trustees authorize the President to contact the LMC attorney in the event the GBC chair requests it for this issue. Trustee Bradshaw seconded the motion. The motion carried 6:1 with Trustee Moyer opposed. 08-12-07*

GBC chair Ted Buehler recused himself from the Drainage Easement Request on lot #2-3-112 because he is part of the applicant group that requested some view clearance on a strip of greenbelt at the corner of Fleet and Pioneer and clearing on the Daniels lot (#2-3-112) next to it. Trustee Van Zonneveld asked the board to approve a Drainage Easement Request (previously provided to the trustees) for lot #2-3-112. The owner has complied with all the conditions and requests by both the ACC and the GBC. The GBC recommended to the trustees that they provide an easement across greenbelt adjacent to that lot. This matter has been reviewed by the Drainage District and by the GBC.

*Trustee Van Zonneveld made a motion that the board approves the Drainage Easement Request on lot #2-3-112. Trustee Bradshaw seconded the motion and it carried 6:1 with Trustee Kadash abstaining. 08-12-08*

**Door of Grace Ministries Survey** – Mr. Buehler reported on the survey to the homeowners related to the Door of Grace Ministries matter on Osprey Ridge. Although the final results will not be in before January 15, a preliminary count has been completed. As of December 11, 178 responses have been received. Approximately 70% were in favor of choice five which was to sell the property. A meeting of the Ad hoc Committee has been scheduled for next Wednesday, December 17 at 1:30 p.m. All LMC members are welcome to attend.

Mr. Buehler reported there were three things that needed to be done: (1) give Mr. Hunter as much time as possible to review this position; (2) because a final vote of the members is required, we need to take enough time to inform the members what is going on to receive their input, and (3) the final vote needs to be done correctly and accurately. Discussion followed.

# **APPROVED**

## **Operations Committee (OC) – Teddy Clark, Acting Chair for Jim Goode**

The OC continues to deal with facility issues, namely the floor drains, downspout drainage and other problems in the Beach Club.

Property Maintenance issues continue to be ongoing. There have been numerous homeowners who, when contacted, have corrected their property maintenance violation. Ms. Clark discussed the need for carpet replacement and stated the OC is in the process of looking at carpet samples to update the facility without a great deal of cost. Several pieces of the Gazebo furniture are in need of replacement. Two members of the committee have looked at some gently used sturdy furniture that is being offered at an excellent price.

An LMC member has introduced the idea of buying a commercial-grade rowing machine for the Cove Room. Members interested in such a purchase are encouraged to make a donation toward the purchase price.

Ms. Clark discussed the Board of Trustees' request that the OC review the Beach Club hours. After extensive review of the usage of the Beach Club, including graphs compiled by Trustee Nelson, the OC voted to not change the operating hours of the Beach Club. The recommendation to the trustees from the OC is to leave the Beach Club hours as is.

At the next OC meeting, the committee will be reviewing the Long and Short Term Rental Agreements and the financial aspects of those agreements.

Discussion followed related to the need for volunteers to serve on the OC.

## **North Bay Lot Owner's Association (NBLOA) – Lenetta Johnson**

Ms. Johnson announced the NBLOA meets the first Monday of each month in the Gallery room.

The NBLOA conducts many community projects such as the recently held yard waste pickup, the Arts and & Crafts Fair, and the Garage Sale. The NBLOA supports the activities of the Kids Club for the young families of the community. The Halloween Party was an overwhelming success and the parents are very interested in the future of the Beach Club as it affects their children. Next up on December 24, the pancake breakfast will be held in the morning with Santa Clause and gifts following. Visiting grandchildren are welcome to attend. Bring a wrapped gift (value \$10.00) with your child's name on it and it will be distributed to that child by Santa.

## **Condominium Associations – No reports.**

### **Port Ludlow Village Council (PLVC)**

At their last meeting, President Boyer addressed the PLVC and asked the council to have different members come over to the monthly meeting of the LMC trustees to provide PLVC updates. President Boyer introduced Tony Simpson, Vice President of the PLVC.

Mr. Simpson discussed at length the PLVC's recently implemented management system to keep track of all the projects they have, including the ad hoc committees, and the standing committees.

## **APPROVED**

The Iron Mountain Project was ranked number one in importance and the Port Ludlow Telephone Directory ranked second. The capability for Port Ludlow to speak as one voice was rated third, and in relation to the Iron Mountain Project Mr. Simpson stated this has caused serious damage. When Iron Mountain first applied to have their quarry, they held a meeting to which the PLVC was not invited and they specifically demanded that PLVC be excluded because they had no standing in front of the Courts or the County. It was during that period they got through their initial application to have their quarry go ahead and PLVC has not been able to overturn this approval. Mr. Simpson stressed that one voice is important to the entire Port Ludlow community.

Mr. Simpson continued discussion of the proposed quarry in detail, how it would operate, and stated that both Iron Mountain and Pope Resources have said that Port Ludlow does not need to fear any impact of this quarry on the community.

Questions and comments followed.

President Boyer added that when the first Iron Mountain meeting was conducted the Court and the County told the concerned citizens that attended they have no voice, no position in the argument because Port Ludlow has no voice. While the Iron Mountain quarry may not be of concern to everyone that lives on this side of the bay, it is hard to anticipate what might come our way 10 or 12 years from now in the way of other developments. There may be something of interest to people on this side that will be a big concern and the Courts will say the same thing, that is, Port Ludlow has no voice and you are just a group of citizens so you are not involved in the issue. Future conversations will try to establish that we have some sort of an authoritative position within our whole community to protect everyone.

Discussion continued.

The meeting went into recess at 11:07 a.m. and reconvened at 11:16 a.m.

### **CORRESPONDENCE:**

President Boyer reported receiving correspondence via email from Michael and Elizabeth Fessler regarding the greenbelt adjunct to their property at 31 Condon Lane and the visit by the Greenbelt Chairman Ted Buehler. Mr. and Mrs. Fessler have met with their attorney and indicated their attorney will be sending LMC a letter regarding the assignment of maintenance to Mr. Fessler in 2002 and also addressing the issues of tree trimming in the greenbelt located in the critical area. Mr. Fessler indicated they have previously addressed the drainage issues regarding this greenbelt, which still need to be addressed and he stated this letter has been submitted in the past and that each time there is a change in the chairmanship or membership to committees the files and records are misplaced. Mr. Fessler further stated the reason for this notice is that we have been informed by both Ted Buehler and Elizabeth Van Zonneveld that no records exist regarding this greenbelt. They also discovered during their conversation with Ted Buehler that there was a request by a neighbor across the street to trim trees and take over the maintenance of the greenbelt which is adjacent to their property and in a critical area. This may well be the neighbor restricted from the greenbelt and the greenbelt is not adjacent to his property. Mr. Fessler's assignment and the history of misconduct by his neighbor are outlined in a letter which will be sent to the board next week. It is important that events such as this not be disregarded, forgotten or mishandled. Mr. Fessler stated that each time a membership change occurs on any

## APPROVED

of the committees, his neighbor returns to previous practices and takes advantage of the ill-informed membership. It is this very thing that he believes created a mishap in 2002, and he is afraid he will be a target for yet another incident. Safeguards need to be put in place to prevent such an error. He asks the board, as well as the Greenbelt Committee, to refrain from any decisions regarding this greenbelt until it reviews the letter from his attorney and until he is advised and included in these discussions. The email was signed Michael & Elizabeth Fessler, Condon Lane.

Another email correspondence addressed to the LMC Board of Directors reads as follows: “Here we go again. It has been said quite eloquently that if you don’t remember history you are doomed to relive it. If your draft article for the December LOG says anything, it clearly says you, Mr. Boyer, have not studied the history of North Bay. I could comment line-by-line the errors in your assumption, but suffice it to say, you have not heard from the residents who actually live in North Bay. If you had taken a house-by-house survey (President Boyer editorialized - this is what he has been trying to do), you would have heard by the same reply to a simple question – what made you decide to buy a home in the North Bay of Port Ludlow instead of Mats Mats or Shine or anywhere else on the Hood Canal. The responding answer would be the amenities of the Beach Club, the two pools, the clubhouse, the additional opportunities of activities in my own backyard. Also, and maybe, the only factor for many who don’t seem to use the Beach Club would be I know my property is more valuable because of the Beach Club and I am willing to pay the yearly dues to keep it going. I blame the real estate people who show Port Ludlow as a single community to the buyer. They are very disappointed when they sign and move into their cookie-cutter house in South Bay to find out they are not automatically members of the Beach Club. One other thing you mentioned was why North Bay would want to duplicate what South Bay has. I for one wouldn’t, for all the obvious reasons. South Bay was fractured into many small communities on purpose by the developer to make the County assume there were more residents than there actually were. When they approached the County on various items that they wanted, it sounded much better to say they always represented several associations rather than just one LMC. Of course, LMC has always had many more residents than South Bay. Today, those of us who bought and lived in our homes in North Bay have chosen to stay because it is a place we chose one, five or 15 years ago. It is not a mistake that we are all still here. Don’t assume we will go gently into the night. You will have a fight on your hands. Signed, Lenetta and Everett Johnson.

**Member Comment Period** – Lenetta Johnson made a comment related to LMC member communication and how that communication might be interpreted. Discussion followed.

Ross Robson stated it had been his understanding that when PLVC was created it was going to be the group that spoke with one voice for Port Ludlow. He questioned that if PLVC’s creation had not been for that purpose, what was their purpose? Discussion followed. Trustee Van Zonneveld stated the PLVC was formed to serve as the community’s voice with the developer and with the County and, as far as she is aware, that remains in place. Once an issue moves beyond the developer and the County and goes to Court, the Courts look at the corporate structure.

At this point Tony Simpson was asked to speak on this matter. Mr. Simpson indicated it was the old problem of responsibility without authority, and yes, they can speak for Port Ludlow but they do not have the authority to do so. PLVC cannot sign an agreement for Port Ludlow and they have no legal standing for Port Ludlow. They cannot retain an attorney for Port Ludlow, and

## APPROVED

there are many things they do not have the power to do. In effect, PLVC cannot effectively speak for Port Ludlow and all parties involved know it. Lengthy discussion continued.

### UNFINISHED BUSINESS:

**Board Goals – Status Report – Tabled until January 2009.**

**Volunteer Resource Committee** – President Boyer stated LMC member Jamie Bima is willing to chair the Volunteer Resource Committee.

*President Boyer made a motion that the trustees appoint Jamie Bima to head up the Volunteer Resource Committee. The motion was seconded by Trustee Moyer and carried unanimously. 08-12-09*

**Insurance Risk Management Recommendations (policy changes) – 2<sup>nd</sup> Reading - Mr.** Belmont announced this matter is still with the CRC. Trustee Moyer stated this had been discussed in the Finance Committee. Because a one-day insurance permit would cost approximately \$380, this would most likely remove any member-sponsored business for LMC. Member rentals as well as LMC's budget would likely be affected. Discussion followed.

Mr. Van Zonneveld stated a person who owns property in the Admiralty II development owns a large insurance company. He is being contacted for advice in this matter. A report is expected to be available in January.

**Long-term and Short-term Rental Fee –Discussion** – This matter is being investigated by the Operations Committee. Their report is pending.

**Election Committee Membership** – Mr. Belmont and Trustee Bradshaw are the current members of this committee. Discussion followed related to clear instructions on the annual proxy ballot. Mr. Belmont suggested he and Trustee Bradshaw schedule a meeting with the Communications Committee for their input on the proxy ballot. Discussion followed. This matter will be placed on the agenda for the next meeting of the Communications Committee. Parliamentarian Bill Hansen will attend to offer his assistance.

**Attorney Contact Policy – 3<sup>rd</sup> Reading** – *Trustee Bradshaw made a motion to approve the Attorney Contact Policy as written for the 3<sup>rd</sup> reading. Trustee Van Zonneveld seconded the motion and it carried unanimously. 08-12-10*

### NEW BUSINESS

**ACC Non Compliance Referral – Lots #2-3-196 & 2-3-197** – This is a procedural referral from the ACC. Mr. Belmont stated RCW 64-38 gives associations authority to fine, provided there is a published fine schedule. There are definite due process steps that need to be put into place. Trustee Bradshaw stated that because this is slightly different, it might be best to seek legal advice for clarification. President Boyer said the next step is to notify the LMC attorney that it is our intent to notify these people that we will enter a document with the title company and register it with the County regarding the fact that they are in non compliance of LMC's CC&R's. Mr. Belmont suggested the board prepare a letter and advise the two owners that the ACC feels there is a violation and ask those owners to either come into compliance or to meet

## APPROVED

with the board to find out from those owners why they do not think they are in violation. He stated additional work needs to be done on this and procedures need to be set on how we want to deal with these matters in the future. Lengthy discussion continued.

**ACC Non Compliance Referral – Lot 2-1-059** – President Boyer stated this matter is almost identical to the previous ACC Non Compliance Referral, in that the time period for an appeal at the committee level has expired in both cases. Discussion continued.

*Trustee Van Zonneveld made a motion instructing President Boyer to prepare a draft letter to the ACC non compliant homeowners above. The motion was seconded by Trustee Bradshaw and carried unanimously. 08-12-11*

**Tree Removal on Undeveloped Properties – Policy Changes** - Trustee Moyer stated ACC and CRC need to get together to go through the entire regulation for clarification. Trustee Bradshaw reported the ACC is in the process of finalizing its policies and procedures in general. Once the ACC has come to an agreement, their intent is to refer the matter to the CRC for their review, looking at how it performs with all the regulations, punctuation and other fine points. If CRC has any substantial comments or changes, then the ACC will look at that and review with CRC as needed. Following approval by both ACC and CRC, those policies and procedures will be sent to the board for ratification and approval. A policy on the cutting of trees on undeveloped lots is expected to be included in the ACC Policies & Procedures. Because the board has the authority to make changes to the regulations, additional issues can be approached directly by the trustees. Discussion followed.

**Member Comments** – An audience member, who lives at 30 Condon Lane, spoke with regard to not receiving any correspondence related to an issue involving Mr. Fessler's property that is not related to the greenbelt matter referred to in Mr. Fessler's email above. Lengthy discussion followed. The matter will be researched.

There being no further business to come before the trustees, President Boyer adjourned the meeting at 12:30 p.m.

Respectfully submitted,

Vaughn Bradshaw, Secretary  
Ludlow Maintenance Commission, Inc.

Prepared by Carol Shamhart  
LMC Recording Secretary