

**Fawn Lake Maintenance Commission
Regular Board Meeting Minutes**

November 20, 2023 - APPROVED 12/18/2023

Opening of the Meeting and Election of a Chair Pro Tem

Mike Ricchio

- **Nominated:** Mike Ricchio by Debra Dier **Second:** Mat Matincheck **Outcome:** Passed

Roll Call of Officers and Trustees (Chair Pro Tem)

- **Officers and Trustees present:** Mat Matincheck, Mike Ricchio, Steve Jacobson, Curt Pense, Jessica Pense
- **Officers and Trustees absent:** Heather Tremblay (Sick - proxy sent to Mike), Marni, Bill Knight (Proxy to Mat)

Reports: Won't read minutes; missing August, September, October, and General Meeting

Hearing and Ethics Committee

Jan Charles

- No activity

Community Activity Events Reports

Renee Olson - FLAG

- Annual Christmas Fair: 12/2, 8am-3pm - sign up for craft fair with Mike S. Christmas Cheer 12/17 - Santa from 3pm-4pm, activities from 3pm-5pm.
- Power motor scooter donated - going to sell and support a second pic-nic table this Summer. Call Mike.

Treasurer's Report

Steve Jacobson

- 21st of this month - collected more than budgeted this year (from old bills), in misc. income. Board to take a look at the report - profit and loss sections. Total income \$581,309. with another two months/5 weeks to report. Income side has been strong.
- \$4,200 in fines this year - bylaw committee only functioning for 6 months - expense side of the business - look at the totals per department - become familiar with how the expenses are going. Reimbursable expenses, admin - Bryant hall - over by about \$400. Professional fees \$32,000 budgeted \$38,500. Payroll in the office - paying Tracy through accounting, Renee through office payroll - below the office payroll budget. Insurance is a disaster - about \$12,000 over budget on that. Departments low - maintenance (need to fix that next year), septic (full budget spent and not done yet), roads and dams - made a decision as a board not to stripe roads, safety and gate - budgeted 11k, spent about \$7,800. Water system - still below budget there. Spent about \$260K operating \$104K in capital.
- Capital expenses - pipe work being done beginning of December - by the dam replacing pipe. Move to approve an additional \$19K to upgrade the pipe from 4 to 6 inches. Can go up in one size in pipe per the RCWs - will have fire suppression availability out of our water system. (motion: Mike Ricchio, Seconded: Debra Deir, Outcome: passed).
- Changing how we will handle our finances next year. This year and prior we have deposited all money into checking - 0% interest - carried \$300k balance whole year. 2 money market accounts - moving one to Morgan Stanley - that will become our deposit

account. All money this year will go to the money market account - will move from there to checking. We will earn 2-2.5% while it sits there. Morgan Stanley high yield savings is getting ~5%. That is how we will handle deposits and money next year.

- Septic - needs pumped. Need to close the cabana bathroom first - so pumping will have to happen after the event on the 17th. The county person is coming up with the plan. County waiting on Cindy to provide plans.
 - Not moving anything from reserves this year.
 - Funding not used - if reserves is not to the acceptable range - we can vote to move all that money to reserves. Announced at beginning of year that would be our intention - mentioned also at the general meeting. Fiscal year January - December
 - Scheduled meeting with CPA to go over how to handle the finances so not to be taxed
- * Roads ***
- Roadwork by Tuesday if not Monday. Will be out Tuesday to do repairs from the gate all the way to Cabana - will also add the speed bumps by the gate.
 - Cabana - got a call - moved 6 kids out - parks closed after dusk. Someone has to say something in order to handle that.

Committee Reports

Nominations and Elections

Jessica Pense

- Two (2) people expressed interest in open board positions
- Need to determine who needs to go through the election process next year & understand current board intentions for remaining/leaving the board

Communications Liaison and Entry Gate

Heather Tremblay

- No report provided
- Cameras - Android based system - Heather has the phone - she is the only one able to see videos at this time. Looking to use one of the Google Chromes to add the app so the office has access

Office Administration

Debra Deir

- Looking to redo the office in the new year - painting and making more efficient
- Invoicing for assessments - December 15th deadline to get out the last week of December
- Large TV from Costco to put up by clock in Bryant Hall - able to Chromecast, meeting info on screen, and other Community activities
- Exploring where to hold annual meeting in April - issues in October, large portion of chairs inaccessible - looking for options for sound systems through Mason Transit

Buildings & Permits

Open - Curt Pense

- 2 applications for building permits - end of Fuchsia, really wet, perc holes full - septic approved with county - building dept. said wetlands are behind property, but buildable. On Lupine - cul-de-sac - is a hill - want to put single wide - need to talk with county

Parks, Grounds and Roads

Open

- *See Treasurer's Report

Water Systems

Bill Knight

- No report provided

Septic Systems

Curt Pense

- Had record rainfall - walked drainfield - no standing water
- Cleaning pump stations every 6 (six) weeks, moved to 4 (four) weeks
- Everything working fine

Lake and Dam

Matt Matincheck

- Talked with Curt - rain and some of the septic - ecoli getting into the lake. Terry passed on testing info - nothing about testing for ecoli - called a laboratory, left a message. Sent him an email - waiting on a response. We have a property that has refused/failed to pump their septic when it was recommended. Need to test the lake - if issue: we can talk to the health department. Take samples ourselves and send in. Health department won't do anything unless a smell or something visual.
- Tunnel for the spillway/dam needs to be inspected - being worked on (trying to find someone to inspect)
- Dead cattails - what to do with them. Homeowners - their responsibility? Parks and fishing docs? Or wait and see what the lake specialist has to say. They are starting to fall over - roots are coming up
- Need to find out the health of the lake - what is in there - what is in there for the fish to eat
- Ideas for Fish On! event next year - fish stocking and not able to prevent/shut down fishing

Trustee at Large

Mike Ricchio

- Meeting with Steve Whitehouse on 11/15
- Prefers a single point of contact - will be Mike.
- Renee will still work with Tammy his assistant for foreclosures, liens, legal notices, etc.
- Easements - we have responsibility for the easement but no duty to maintain
- We are unique - roads are usually a right of way - here it is our property. Property line to 60ft (get details from Mike)
- Have a responsibility to take care of water system, road, ensure mail can be delivered. Whether or not we take on additional projects (adjacent to the road) is up to us.
- Issues to leave to property owners to manage up to the roadway - no particular issue with that. Hazardous issue - Fawn lake could be liable. But just routine roadway (gravel, grass)
- need more discussion on how to handle and how to make clear to homeowners.
- We have a responsibility to address safety issues. But no obligation to maintain every inch. Don't mind that homeowners maintain that space - ok - should talk about vs. leave gray area.
- Easement on the north end of the lake for utilities, water etc by railroad tracks - that is to be treated like an easement - we need to take care of that
- Need to be clear with homeowners.
- Blocked culverts is the reason we are having a lot of road issues
- Community maps are now on the website
- Subordination - in a lot of communities bank is first on properties and liens on recouping on failure to pay. We do not...we have Fawn Lake first - that is important. Recently had a

lender try to say they were entitled to this...but they were wrong. Things like this that come up that we need to pay attention to - good idea to use Steve Whitehouse when needed.

- Cost of legal support is on balance - he is making money for us - but we still have legal fees. We are recovering a lot back.
- Water authority - he is putting us in touch with other communities who have gone in that direction. Currently doing due diligence - need to understand what that involves, what that looks like legally, tax implications, etc. Referred to a couple of attorneys he has worked with that have worked with HOAs in the past who went that route. Need to cover all bases before even coming up with/considering a plan.
- Easements - need a path to make a decision. Mike to draft a motion/resolution for the December meeting. Guidance to the community vs. a strict bylaw.
- We are a neighborhood, a community. Need to be fair and equitable and have common sense. Reason to have a board and bylaws - be able to regulate - but you can't have black and white in every case - need guidelines and help - and give people a chance to comply. Take action when needed. Health and safety - immediate action. Governance is not an exact science.

By-Law Violation Review Committee

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NEW BUSINESS

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Set Date and Place of Next Meeting Monday, December 18th, Bryant Hall, 7pm

Close Meeting (Motion to close by any Trustee)

- **Moved:** Marni Brown **Second:** Jessica Pense **Outcome:** Passed