

**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, January 9, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**Absent:** Brian Halusky, Treasurer

**CALL TO ORDER**

JL called the meeting to order at 7:00pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**MINUTES**

The minutes of the previous meeting held November 2022 were unanimously approved. Motion by CF, seconded TK.

**TREASURER'S REPORT**

Report was reviewed and no questions were asked.

**HEARINGS**

None at this time.

**COMMON AREA-DG  
UPDATE**

**Common ground:**

**Jim's Yard & Handyman Service**

11/14/22 – community clean-up

11/21/22 – community clean-up

11/28/22 – community clean-up

12/12/22 – community clean-up

12/14/22 – repaired tow sign on DeFranceaux

12/19/22 – community clean-up

12/20/22 – supplied and replaced 3 LED motion flood lights on FH

12/24/22 – community clean-up

1/2/23 – community clean-up

### **Arundel Tree Service**

11/17/22 – miscellaneous tree work

11/23/22 – ½ day miscellaneous tree work

12/2/22 – miscellaneous tree work

12/28/22 – ½ day miscellaneous emergency tree work

### **Bugout**

11/23/22 – refilled bait stations, 34 were empty

11/23/22 – annual Sentricon maintenance

12/28/22 – refilled bait stations, 31 were empty

### **CS Lawn**

12/5/22 – cut back ornamental grasses in community

STORAGE LOT/BOAT RAMP-KEYS/DECALS

We will continue to use annual decals for the kayaks.

## **COMMITTEES**

### **EROSION COMMITTEE-LP**

BayLand submitted their concept design for the waterfront.

Concerns were:

- 1.) Living shoreline needs to be as wet as possible to deter trespassers.
- 2.) Size and structure of the rocks. Kati has witnessed children picking up the rocks that are currently at the waterfront. We also want to discourage fishing from the rocks.
- 3.) The concept design includes a 3" timber sheeting along the boat ramp to protect it from further erosion.

BayLand will be coming out for a site visit on Thursday @ 3:30 at BRA. Any Board members are welcome to attend.

An owner asked if someone slips and falls on the rocks down at the waterfront, are we liable? BayLand will be placing signs indicating that the rocks are not to be climbed on. Some people may choose to do so at their own risk.

## **ARCHITECTURAL REQUESTS(AR)-DG**

### **CUTLER**

Owner is requesting he be allowed to install a 240V outlet on the front of his home to charge his electric vehicle. An extension cord will be crossing the sidewalk with a protective plastic channel. This charging will be occurring at night. Unanimously approved by motion LP, seconded CF.

## **CONCERNS/COMPLAINTS**

None at this time.

## **CORRESPONDENCE**

None at this time.

## **NEW BUSINESS**

None at this time.

## **OLD BUSINESS**

### **ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG**

11/16/22 – CS Lawn invoice #33939 for October fuel surcharge. Approved JL,TK,LP, disapproved BH,CF.

11/17/22- Draft annual letter to homeowners with preliminary 2023 condensed budget. Approved JL,BH,CF,LP.

11/17/22- Draft letter to Carpenter, 8669 Scorton, IRT deck privacy panels exception to policy. Approved all.

11/21/22 – Draft 15-day letter to Bonvegna, 918 Passamaquody, IRT hole in rake board. Approved all.

12/1/22 – Draft letter from attorney to Goode, 8659 Cobscook, IRT siding color one time approval. Approved JL,BH,CF,LP.

12/13/22 – (6)\* delinquent accounts to attorney. Approved all.

12/15/22 – Jim's Yard & Handyman Service estimate #1346, (3) floodlights on farmhouse. Approved JL,TK,BH,CF,LP.

12/15/22 - Jim's Yard & Handyman Service estimate #1347, repair retaining wall at BRA. Approved JL,TK,BH,CF,LP.

### **ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL**

11/16/22 – Seno, 8651 Black Rock, arch roof shingles. Approved all.

11/18/22 – Collins, 914 Hingham, arch roof shingles. Approved all.

11/22/22 – Colvin, 8626 Black Rock, arch roof shingles. Approved all.



12/15/22 – Ennals, 1045 Scituate, replace windows (except basement), full screens. Disapproved JL,BH,CF, partially approved LP, approved TK. Homeowner asked to resubmit following policy. On 12/16/22 the homeowner resubmitted following policy guidelines and was approved.

### **OTHER BUSINESS/COMMUNITY DISCUSSION-JL**

The next meeting is February 13.

### **ADJOURN**

The meeting was adjourned at 7:09pm.

**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, February 13, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**CALL TO ORDER**

JL called the meeting to order at 7:00pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**MINUTES**

The minutes of the previous meeting held January 2023 were unanimously approved. Motion by CF, seconded TK.

**TREASURER'S REPORT**

LP noted that there were a lot more unpaid accounts for the month of January 2023. BH stated that he thinks it was a discrepancy in the way the numbers were reported. He will be keeping an eye on the trend to see if it continues.

**HEARINGS**

None at this time.

**COMMON AREA-DG**

UPDATE

**Common ground:**

### **Jim's Yard & Handyman Service**

1/10/23 – Retaining wall repair at Brady Rec Area was completed.

1/16/23 – Community clean-up

1/17/23 – Cleaned up debris in the drainage easement behind 8680 Scorton.

1/30/23 – Community clean-up

2/6/23 – Community clean-up

### **Arundel Tree Service**

1/10/23 – Miscellaneous tree work

1/27/23 – Miscellaneous tree work

### **Bugout**

1/25/23 – Refilled bait stations, 27 were empty.

### **STORAGE LOT/BOAT RAMP RENEWALS**

DG said the renewals will start 3/21/23. A locksmith is resetting the lock cores and will provide new keys.

## **COMMITTEES**

### **EROSION COMMITTEE-LP**

The site visit with BayLand went very well. JL, LP, and Kati Pope were in attendance as were Danielle Gourley and Chris Rager from BayLand. BayLand has inquired if ELCA is required to go with low bidder on the construction phase of the Waterfront Project. BayLand has worked with a very reputable company (Environmental Quality Resources - EQR). They are not always low bid but would most definitely be best value. They do excellent work and they participate heavily in the granting process in the

state. The next phase will be the permitting phase which can take up to a year.

A homeowner stated that she was concerned about the erosion around the boat ramp and LP stated that Bayland is addressing that by placing timber sheeting treated for marine use and marine grade grout filling behind it to extend the life of the ramp.

## **ARCHITECTURAL REQUESTS(AR)-DG**

### **BLACK ROCK**

Owner is requesting she be allowed to replace her deck railings and spindles. The new railings will be a brown composite material with black aluminum spindles. Unanimously approved by motion LP, seconded CF.

### **SCORTON**

Owner is requesting he be allowed to replace his deck railing, spindles, and deck boards. Railings will be white vinyl, spindles will be black aluminum, and deck boards will be gray Timbertech. Unanimously approved by motion CF, seconded BH.

## **CONCERNS/COMPLAINTS**

None at this time.

## **CORRESPONDENCE**

None at this time.

## **NEW BUSINESS**

None at this time.

## **OLD BUSINESS**

### **ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG**

1/16/23 – (3) Covenant violation final notices prepared by attorney. Approved JL,TK,CF,LP.



## ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL

1/13/23 – 1185 Annis Squam, architectural roof shingles and gutter/fascia. Approved JL,TK,CF,LP.

1/16/23 – 1199 Convey, deck, composite gray flooring with white vinyl rails and black spindles. Approved JL,TK,CF,LP,BH.

1/24/23 – 1160 Booth Bay, entry door, 6 clear lite, fiberglass. Approved JL,TK,BH,CF,LP.

## OTHER BUSINESS/COMMUNITY DISCUSSION-JL

The homeowner from 8632 Gambier was questioning the letter she received from the attorney about required repairs on her property. After some discussion, it was determined that it is acceptable if the repairs are completed by May 1, 2023.

The next meeting is March 20, 2023.

## ADJOURN

The meeting was adjourned at 7:34pm.

**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, March 20, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Diane Gresham, Association Manager

**Absent:** Cliff Fagg, Director

**CALL TO ORDER**

JL called the meeting to order at 7:00pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**MINUTES**

The minutes of the previous meeting held February 2023 were unanimously approved. Motion by TK, seconded BH.

**TREASURER'S REPORT**

BH presented the report and there were no questions.

**HEARINGS-JL**

DeFranceaux

Owner, L. Carter, was to present a dog issue within the community. She was not present.

**COMMON AREA-DG  
UPDATE**

**Common ground:**

2/22/23 - Email to all storage lot and boat ramp keyholders with information regarding renewals.

**Jim's Yard & Handyman Service**

2/13/23 – community clean-up

2/20/23 – community clean-up

2/27/22 – community clean-up

3/1/23 – remove a camp/fort between Annis Squam and storage lot and haul to dump.

3/1/23 – check fence caps around office/FH, check storage lot signs and rehang, ordered #49 sign that is missing, repair dog station near school path, and repair utility box that was broken over.

3/9/23 – repaired a leaning utility box on New Bedford, and replaced and installed a new “49” sign at the storage lot.

3/13/23 – community clean-up

4/14/23 – repaired leaning and broken utility box on New Bedford.

**Arundel Tree Service**

2/1/23 – miscellaneous tree work

2/14/23 – miscellaneous tree work

2/22/23 – miscellaneous tree work

3/1/23 – miscellaneous tree work

3/13/23 – miscellaneous tree work

**Bugout**

2/22/23 – Refilled bait stations, 28 were empty.

### **CS Lawn**

None

### **Shilling Septic**

3/9/23 – annual pumping at office

## **PROPOSALS**

DG presented 2 proposals for barn and garage upkeep. Jim's Yard and Handyman Service would provide scraping and painting of 4 upper barn doors, 2 attic vents, and 2 wood poles for \$800. The second proposal would include removing existing damaged wood and replace with treated lumber, remove and replace exterior trim, and remove and replace 4 downspouts for \$3900. This was unanimously approved by motion TK, seconded by LP.

## **COMMITTEES**

### **EROSION COMMITTEE-LP**

BayLand received our signatures last month on the State/Federal permit application and it was submitted to MDE. BayLand received acknowledgement of receipt from MDE the week of 3/6. As soon as BayLand receives comments back, they will provide responses and reach out to ELCA as needed such as if MDE's comments require any design changes.

### **WEBSITE UPDATE**

BH will investigate.

### **NOMINATIONS COMMITTEE**

This committee will be formed by JL and BH.



## **ARCHITECTURAL REQUESTS(AR)-DG**

BULMAN

Owner is requesting she be allowed to extend her fence 17' from the edge of her home. She is an end unit. The covenants allow 5' from the edge of the home. There has been one exception granted in 2022. Unanimously disapproved by motion BH, seconded by TK.

## **CONCERNS/COMPLAINTS**

None at this time.

## **CORRESPONDENCE**

None at this time.

## **NEW BUSINESS-JL**

There is a call for current Board Members (TK and LP) and interested nominees to submit a ballot summary by 4/10/23.

## **OLD BUSINESS**

### **ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG**

2/14/23 – Attorney draft letters for Covenant violation extension for (3) homeowners. All approved.

2/14/23 – 15-day letter to George, 1063 Keppel, IRT submitting ARs (4) for unapproved items. All approved.

2/17/23 – Attorney recommendation to proceed with a District Court lawsuit ICO Talley, 8670 Scorton. All approved.

2/22/23 - Attorney recommendation to proceed with a District Court lawsuit ICO Ross, 1195 Annis Squam. All approved.

3/8/23 - Attorney recommendation to proceed with a District Court lawsuit  
ICO Parks, 8652 Machias. All approved.

3/9/23 – Attorney recommendation to proceed with a District Court lawsuit  
ICO Gomez, 1067 Englishman. All approved.

3/9/23 – Attorney recommendation to proceed with a District Court lawsuit  
ICO Slade, 1151 Catch. All approved.

ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL  
3/2/23 – 913 Beyda, replace entry door, 4 panel, decorative glass at top. All  
approved.

### **OTHER BUSINESS/COMMUNITY DISCUSSION-JL**

The next meeting is the Pre-Annual Meeting on April 17, 2023.

### **ADJOURN**

The meeting was adjourned at 7:20pm.

**Elizabeth's Landing  
Pre-Annual/Monthly Community Meeting Minutes  
Monday, April 17, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**CALL TO ORDER-JL**

The meeting was called to order at 7:00pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388. There was a call for Board Nominations. The police and ELCA attorney will be speaking at the annual meeting. BH presented the Treasurer's Report and there were no questions. Nominations were closed. TK and LP were introduced as Board nominees. Pre-annual business was closed.

**MINUTES**

The minutes of the previous meeting held March 2023 were unanimously approved. Motion by CF, seconded BH.

**HEARINGS-JL**

None at this time.

**COMMON AREA-DG  
UPDATE**

**Common ground:**  
The Lock Doctor

4/8/23 – reset (4) locks for storage lot and boat ramp.

Jim's Yard & Handyman Service

3/20/23 – community clean up and clean up behind Annis Squam.

3/27/24 – community clean-up

4/3/23 – community clean-up

4/8/23 – painted barn doors, vents, etc.

4/10/23 – community clean-up

Arundel Tree Service

4/7/23 – miscellaneous tree work

4/12/23 miscellaneous tree work

Bugout

3/22/23 – refilled bait stations, 23 were empty

CS Lawn

None

## **COMMITTEES**

### **WATERFRONT/EROSION COMMITTEE-LP**

The joint Federal and State permits are in hand and BayLand is moving on to the Pre-Final Design for the Living Shoreline. This will include additional design details, stakeout and stationing for contractor use and site access on the plans. Maintenance of the shoreline will average about \$5K/year.



**Elizabeth's Landing  
Annual Community Meeting Minutes  
Monday, May 22, 2023**

**Present:** John Leopold, President  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**Absent:** Timothy Kelly, Vice President  
Brian Halusky, Treasurer

**CALL TO ORDER**

JL called the meeting to order at 7 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**ANNUAL MEETING**

**OPENING REMARKS AND INTRODUCTIONS**

Opening remarks, introductions, nominations, and final call for ballots were made.

ELCA attorney, Michael Neall, presented. He stated when he first started his practice of representing HOAs (Dec. 1999), Elizabeth's Landing was the first one and he was the only attorney. His business has since grown to 5 attorneys and 30 support staff. His firm has recovered \$51,000 over the last 12 months in dues owed to ELCA. Mr. Neall's firm also provides general legal advice to ELCA.

Several owners presented questions:

-What are we doing regarding the properties that aren't being maintained? DG stated that if any owner has a concern about any property in Elizabeth's Landing, they are to contact her and she'll contact the Board.

There are some pending lawsuits ELCA is pursuing against certain properties that have ignored correspondence.

-What is being done regarding non-payment of dues? There are certain steps that are taken when owners do not pay their monthly dues. Oftentimes, a repayment plan is agreed upon. Sometimes, ELCA takes the owner to court. This is not particularly desirable since the court docket is behind but it is the best we can do at this time.

-What if a child gets hurt jumping in the water at Brady Recreation Area? If there is no dangerous condition, then ELCA isn't liable. We carry liability insurance for this reason.

#### COMMUNITY OVERVIEW/HIGHLIGHTS-JL/LP

JL-HB 107 requires that the community set up a reserve fund to cover costs associated with replacement of infrastructure and other items. It was determined that the cost would be \$17/home over the next 3 years. This amounts to a HOA dues increase of approximately \$5/home/month for this year.

JL-Six years ago JL began the new sidewalk project. It appears that the new sidewalk will begin construction in summer of 2024.

JL-Eighteen out of 37 harbours (almost 1/2) will have been paved after this year. This year we will be doing Englishman, Pulpit, and Catch Harbours. If we maintain the current schedule, we will finish in 6-7 years. \$957,000 is our annual budget.

LP-Progress is being made on the design of the living shoreline at the Brady Recreation Area. BayLand has been working on our Pre-Final Design documents and they expect to have them ready for the waterfront committee's review and comment by the end of June. At that point, BayLand would like to meet with ELCA to review the Pre-Final plans/cost estimate and discuss next steps and strategies to receive funding. The area to be covered by the living shoreline is to the right of the pier to the existing groin and to the left of the pier to where the rocks are currently

located. These are the areas of greatest erosion. There will also be some shoring up of the boat ramp to extend it's life.

#### **FINANCIAL REPORT**

JL presented the financial report and the initial 2024 budget with an HOA dues increase to \$115/month. This includes keeping the dues at \$110/month with another \$5/month increase for the reserve fund which is required by law.

#### **COMMUNITY DISCUSSION TOPICS**

An owner questioned whether the dumpsters were coming from the county. Previously, AA Co would provide dumpsters for a weekend so residents could dispose of recyclables and trash. DG said ELCA has not been able to find anyone to man the dumpster and that not much was allowed to be disposed of. We are discontinuing the program.

#### **FINAL ELECTION RESULTS**

A quorum was not present so a second annual meeting will occur at the next Community Meeting to be held on June 19, 2023 at 7 pm.

#### **ADJOURN**

The meeting was adjourned at 7:35 pm.



**Elizabeth's Landing  
Annual Meeting (2) & Community Meeting Minutes  
Monday, June 19, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**Absent:** Brian Halusky, Treasurer

**CALL TO ORDER-ANNUAL MEETING-JL**

The meeting was called to order at 7:04 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**NOMINATIONS AND FINAL CALL FOR BALLOTS-JL**

Nominations and final call for ballots were made.

**FINANCIAL REPORT-JL**

The initial 2024 budget includes an HOA dues increase to \$115/month. This includes keeping the dues at \$110/month with another \$5/month increase for the reserve fund which is required by law. The Board is still deciding whether an additional increase is needed.

**COMMUNITY DISCUSSION TOPICS-JL**

There was some discussion about problems down at the waterfront since it is summer. The Board is continuing to monitor these problems.

Work is continuing on the new library and it is expected to open in Fall 2023. They are currently working on utility pole relocation.



An owner stated that she was informed that some residents (an owner on New London) didn't receive a ballot in the mail. DG said that everyone should be looking for a ballot. There is a sign posted at the front of the community, it occurs at the same time every year and if they didn't receive one, they could contact her but now, it is too late for this year.

## **FINAL ELECTION RESULTS-DG**

LP was elected to the 3 yr term and TK was elected to the 2 yr term.

## **ADJOURN ANNUAL MEETING-JL**

The meeting was adjourned at 7:08 pm.

## **CALL TO ORDER-COMMUNITY MEETING-JL**

The meeting was called to order at 7:08 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

## **MINUTES-JL**

The minutes of the previous meetings held April and May 2023 were unanimously approved by motion TK, seconded CF.

## **HEARINGS**

None at this time.

## **COMMON AREA UPDATE-DG**

Jim's Yard & Handyman Service

5/22/23 – community clean-up

5/29/23 – community clean-up

6/5/23 – community clean-up

6/12/23 – community clean-up

Arundel Tree Service

6/1/23 – semi-annual bush hogging done around the storage lot

6/5/23 – miscellaneous tree work

Bugout

5/24/23 – refill bait stations

CS Lawn

5/26/23 – trimmed community shrubs

Mahon Plumbing

5/22/23 – repair pipe - sink hole near storm drain at the end of Houlton

5/23/23 – called to check asphalt sink hole at 8683 Scorton

6/1/23 – excavation of Scorton (near 8683) where asphalt is collapsing

6/16/23 – called to investigate water issue at 1008/1010 Cape Split

**COMMITTEE UPDATES**  
**WATERFRONT/EROSION**

The living shoreline design is progressing. We are at 65% design. The Waterfront Committee met with BayLand today to get an update. We are beginning to pursue grant money to help with construction costs. An owner suggested that signs be placed on the shoreline for boats to keep speeds down.

**ARCHITECTURAL REQUESTS(AR)-DG**

None at this time.

## CONCERNS/COMPLAINTS

CAPE SPLIT

An owner is complaining of excessive traffic on a trail at the end of the harbour. The Board is looking at options.

## CORRESPONDENCE

None at this time.

## NEW BUSINESS

None at this time.

## OLD BUSINESS-DG

ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG

5/23/23 – Mahon Plumbing to excavate in front of 8683 Scotton to determine the cause of the asphalt collapse. Approved JL,CF,LP.

ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL

5/24/23 – 849 DeFranceaux – main deck and upper deck, white w/gray Trex and vertical black bars. Approved JL,TK,CF,LP.

5/31/23 – 885 New London – deck stain, Behr solid color “wood chip”. All approved.

6/6/23 – 800 DeFranceaux – deck stains, Behr stain “slate” for support structure and Behr stain

“chatham fog” for railings and post. All approved.

## OTHER BUSINESS/COMMUNITY DISCUSSION-DG

Next meeting is July 24. An owner on Beyda wants to save a tree with poison ivy on it. The ivy can be cut and removed from the tree.

## ADJOURN COMMUNITY MEETING

The meeting was adjourned at 7:25pm.

**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, July 24, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**CALL TO ORDER-JL**

The meeting was called to order at 7:00 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**ANNOUNCE BOARD OFFICERS-JL**

It was decided that the following officers would fill the following positions:

John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Cliff Fagg, Director

**MINUTES-JL**

The minutes of the previous meeting held June 2023 were unanimously approved by motion JL, seconded BH.

**HEARINGS**

None at this time.



## **COMMON AREA UPDATE-DG**

### Jim's Yard & Handyman Service

6/19/23 – community clean-up

6/22/23 - clean old boats/kayaks from storage lot and clean up wooded area at the end of Cape Splitt that has been used as a dumping area

7/3/23 – community clean-up

7/10/23 – repair floating pier

7/17/23 – community clean-up

Cotter pins are rusted out on the pier and they need to be replaced.

### Arundel Tree Service

6/20/23 - miscellaneous tree work

6/22/23 – ½ day miscellaneous tree work

6/27/23 - miscellaneous tree work

6/30/23 - ½ day miscellaneous tree work

7/5-7 - 3 days miscellaneous tree work

We contract with Arundel Tree for 20 days/year. We have used 12 or 13, according to DG.

### Bugout

6/28/23 - refilled bait stations, 27 were empty

### CS Lawn

7/3/23 - sprayed weeds in all harbours.

### Mahon Plumbing

6/17/23 – Water line repair on Cape Splitt.

### PTG Enterprises

6/19-21/23 – Milled and paved Catch, Pulpit, and Englishman Harbours.

They also repaired nine (9) pothole areas.

6/28/23 - Lined and numbered Catch, Pulpit, and Englishman Harbours.

## **COMMITTEES**

### **WATERFRONT/EROSION**

BayLand is awaiting the next round of RFPs (requests for proposals) from various granting agencies. EQR (Environmental Quality Resources), the construction company, is looking into partnerships with non-profit entities for the purpose of grant application.

### **ARCHITECTURAL REQUESTS(AR)-DG**

#### **HINGHAM**

Homeowner is requesting to build a fence and concrete patio. Unanimously approved by motion JL, seconded TK.

### **CONCERNS/COMPLAINTS-DG**

#### **DEFRANCEAUX**

Homeowner is requesting that ELCA trim the weeds to access the stairs to Stoney Creek between 839 and 841 DeFranceaux. This was unanimously disapproved by motion JL, seconded LP. ELCA doesn't currently have a vegetation management plan but we are in the process of requesting approval for a plan from the county. We are requesting that the homeowner resubmit this request in 3 months.

### **CORRESPONDENCE**

None at this time.

### **NEW BUSINESS**

None at this time.

### **OLD BUSINESS-DG**

#### **ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG**

6/16/23 – Mahon Plumbing estimate for water line repair on Cape Splitt.  
Approved JL,TK,CF,BH,LP



6/22/23 – Proceed with a District Court lawsuit ICO Cruz, 910 Penobscot.  
Approved JL,TK,CF,BH,LP

6/22/23 – Approval of Court complaints ICO George, 1063 Keppel; Grady,  
1033 Bulman; and Dean-Kibler, 8647 Cobscook. Approved  
JL,TK,CF,BH,LP

6/22/23 – PTG Enterprises proposal #PTG 23-174(2) to patch asphalt on  
Cape Splitt and Scorton where plumbing repairs were made. Approved  
JL,TK,CF,BH,LP

6/29/23 – CS Lawn proposal for spraying of weeds in the harbours.  
Approved JL,BH,LP. Disapproved CF,TK.

7/10/23 – Proceed with a District Court lawsuit ICO Lane, 8662 New  
Beford. Approved JL,BH,CF,LP

#### ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL

6/29/23 – 8673 Scorton, replace siding (Oxford Blue), replace roof  
(Certainteed XT25 3-tab, Nickel Gray or Slate Gray), trim paint Behr  
"Cotton Knit." Approved JL,TK,BH,CF,LP

7/14/23 – 1157 Catch, Architectural roof shingles, Owings Corning,  
Brownwood. Approved JL,TK,CF,BH,LP

#### CAPE SPLITT

A homeowner is complaining of excessive traffic on a trail at the end of the  
harbour. The Board is looking at options. Some Board members would like to  
take a look. This is tabled until next time.

#### OTHER BUSINESS/COMMUNITY DISCUSSION-JL

Next meeting is September 11. The Ft. Smallwood sidewalk design was  
complete this past spring. The library will hopefully open in late September.  
Kati Pope was discouraged that there are more and more people on the  
pier and staying later. She is continuing to have issues with people using  
the woods as a toilet. She is thinking about installing cameras. ELCA has  
some fake cameras that might be useful. A homeowner asked how much  
ELCA pays per community clean-up. It is \$585 every time. We have spent  
\$13,700 so far this year. There are continuing problems with people storing

trash cans in their front yards. There are signs placed at the front of the community that remind people to keep the cans in the back yard.

### **ADJOURN COMMUNITY MEETING**

The meeting was adjourned at 7:38pm.



**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, September 11, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Diane Gresham, Association Manager

**Absent:** Cliff Fagg, Director

**CALL TO ORDER-JL**

The meeting was called to order at 7:02 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**MINUTES-JL**

The minutes of the previous meeting held July 2023 were unanimously approved by motion BH, seconded TK.

**TREASURER'S REPORT-BH**

Report was reviewed and no questions were asked.

**HEARINGS**

None at this time.

**COMMON AREA-DG**

**UPDATE**

Jim's Yard & Handyman Service

7/31/23 – community clean-up

8/14/23 – community clean-up

8/14/23 – removed and disposed of mulch from large maple tree that Arundel Tree removed.

8/28/23 – community clean-up

8/31/23 – repaired loose board on floating pier

9/2/23 – replaced missing roller on floating pier

#### Arundel Tree Service

7/12/23 – miscellaneous tree work (full day)

7/26/23 – remove dead tree on bump out at Black Rock (partial day)

7/28/23 – miscellaneous tree work storm damage uprooted pine trees (full day)

7/31/23 – large broken branch behind office (partial day) – clean-up/make safe until removal

8/1/23 – completely remove tree and grind stump - large maple behind office (full day)

9/7/23 – miscellaneous tree work

#### Bugout

7/26/23 – refilled bait stations, 25 were empty

8/23/23 – refilled bait stations, 31 were empty

#### CS Lawn

8/4/23 – cleaned up hedges along DeFranceaux Way, weeded and removed dead portions

8/9/23 – trimmed community shrubs

#### PTG Enterprises

7/28/23 – repaired (patched) Cape Splitt and Scorton where utility work was done

### WHATTA BLAST! PROPOSAL

This proposal is to pressure wash the office, farm house, barn, garages, and fences surrounding all buildings. It has been at least a year. The cost is \$1700. Unanimously approved by motion TK, seconded LP.

## **COMMITTEES**

### **WATERFRONT/EROSION**

LP sent an email to all Board members stating that the construction firm, EQR, needs a firm commitment if grant money does not come through. It was decided that ELCA could commit to \$85,000 towards the construction costs of \$170,000 in addition to the \$40,000 already allocated to design work. BH stated that a structured payment schedule would be preferred and that the earlier that starts, the better. This was unanimously approved by motion LP, seconded BH

## **ARCHITECTURAL REQUESTS(AR)-DG**

### **DEFRANCEAUX**

Homeowner is requesting to build a fence due to dangerous dogs next door (a concern and complaint were filed as well - see below). Unanimously disapproved by motion BH, seconded TK.

### **SCITUATE**

Homeowner is requesting to build an 8x8 taupe and brown resin shed. Unanimously approved by motion TK, seconded LP.

### **SCORTON**

Homeowner is requesting to convert a kitchen door to a window by placing a wooden panel underneath the new window. Panel is to be painted harness shop tan. Approved by 3-1 vote; JL,TK,BH approved, LP disapproved.

## **CONCERNS/COMPLAINTS-DG**

### **DEFRANCEAUX**

Homeowner is complaining about her neighbor's dogs that she deems dangerous. One of the dogs bit her dog twice. This was captured on a doorbell camera. The homeowner has filed a complaint with Animal Control. There is nothing more the Board can do.

### **DEFRANCEAUX**

Homeowner is complaining about 3 items. 1-part of a large dead tree fell. Are there any plans to remove this? No, Arundel Tree did the best they could taking the steepness of the hillside into consideration. 2-a huge



section of wooded area has been sprayed and removed. DG will ask the complainant to please provide an address. 3-another homeowner is disposing of grass clippings and dog waste down the hill. DG has spoken to the homeowner and it should not happen again.

#### **COBSCOOK**

Homeowner is complaining of ELCA's request to keep recycle and trash cans behind their house due to overgrowth of the wooded area on community property behind their home. Homeowner is stating that it is not safe to pass. Homeowner is requesting that the area be cleaned out. The Board is considering this request.

### **CORRESPONDENCE**

None at this time.

### **NEW BUSINESS**

None at this time.

### **OLD BUSINESS-DG**

#### **ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG**

7/31/23 – CS Lawn proposal to clean up hedges on DeFranceaux Way. All approved.

7/31/23 – 15-day letter to Mister, 1038 Tennant, IRT freestanding flagpole. Approved JL,LP,CF.

Disapproved BH,TK.

8/4/23 – Attorney recommendation for a settlement agreement vs. lawsuit ICO Dean-Kibler, 8647

Cobscook. Approved JL,BH,CF,LP.

8/8/23 – Delinquent accounts (4) for collection. All approved.

8/8/23 – Settlement agreement draft ICO Dean-Kibler, 8647 Cobscook. Approved JL,BH,LP.

8/8/23 – Settlement agreement number of day = 90 ICO George, 1063 Keppel. Approved JL,BH,TK,LP.



8/14/23 – Jim's Yard & Handyman Service estimate #1467 remove and dispose of mulch from large maple tree that Arundel Tree removed. All approved.

8/21/23 – Request from R. Roemer (renter), 829 Beyda, to use storage lot without proper documentation. Approved for 90-days JL,BH,TK,CF.  
Approved until March 31,2024 LP.

8/28/23 – Proceed with a District Court lawsuit ICO Adams/Bond, 8674 New Bedford. Approved JL,BH,CF,LP.

8/28/23 – Proceed with a District Court lawsuit ICO Cooper, 8631 Houlton. All approved.

8/29/23 – Proceed with a District Court lawsuit ICO Shay, 1009 Cape Splitt. All approved.

#### ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL

7/27/23 – 1137 Halifax, replace deck with composite (Trex) "Saddle" with white PVC railings. All approved.

7/27/23 – 8666 Head, remove large tree on side of property. All approved.

8/24/23 – 1017 Scituate, replace roof, Architectural shingles, Certainteed Landmark Colonial Slate. All approved.

8/24/23 – 1017 Scituate, replace siding, Certainteed Mainstreet Desert Tan. All approved.

8/28/23 – 8625 Houlton, replace deck with composite flooring, white railings and black pickets. All approved.

8/28/23 – 1156 Booth Bay, replace deck with Trex, vinyl railings. All approved.

8/28/23 – 1140 Chandler Way, replace deck with Trex, vinyl railings. Approved JL,TK,CF,LP.

#### **OTHER BUSINESS/COMMUNITY DISCUSSION-JL**

-Next meeting is October 16.

-Homeowner was inquiring about inspections. They are ongoing.

-Homeowner was inquiring about 2 pine trees that drop sap and limbs on her and her roommate's cars. DG stated that she would have Arundel Tree take a look.

-Homeowner was inquiring about removing vegetation and planting native plants in her backyard. She has a waterfront property. DG stated that currently, we don't have a Vegetation Management Plan and no one should be removing anything in the critical area. Please check with DG prior to removing any vegetation.

### **ADJOURN COMMUNITY MEETING**

The meeting was adjourned at 7:30pm.

**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, October 16, 2023**

**Present:** John Leopold, President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**Absent:** Timothy Kelly, Vice President

**CALL TO ORDER-JL**

The meeting was called to order at 7:00 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**MINUTES-JL**

The minutes of the previous meeting held September 2023 were unanimously approved by motion BH, seconded LP.

**GUEST SPEAKERS-AAC POLICE-JL**

According to the police, crime is down 27% in Pasadena. Criminals are targeting work trucks and unlocked cars. Sometimes they will break a window if they see something valuable in the car. They are trying to steal Jeeps, Kias, and Hyundais where they can use their cell phone to start the vehicle. Citizens should use the AAC Police non-emergency number 410 222 8610 if they see something suspicious. Try to get a description of the thieves. If the thieves are younger than 13, they cannot be charged. Drug dealers and criminals use young children because of this law. The parents (if a child is < 13 years old) are contacted in the event of a theft but a lot of times, nothing is done. Average response time for a crime is variable since there are only 4 officers at a time in Pasadena but is generally 3-4 min.

There are 14 officers in the Eastern District. JL thanked the officers for their time.

## **TREASURER'S REPORT-BH**

Report was reviewed and no questions were asked.

## **HEARINGS**

None at this time.

## **COMMON AREA-DG**

### **UPDATE**

#### Jim's Yard & Handyman Service

9/11/23 – community clean-up

9/25/23 – community clean-up

9/25/23 – removed (2) bee nests @ Annis Squam and Mt. Desert that fell during storm

10/9/23 – community clean-up

10/5/23 – cleaned up and removed the mulch from tree (2) removal on New London

10/11/23 – started exterior trim work on the barn and 4-bay garage

10/11/23 – did Fall light check on exterior of all buildings

10/11/23 – removed tattered rope on pilings on front entrance island

#### Arundel Tree Service

9/18/23 – miscellaneous tree work

10/9/23 – miscellaneous tree work

#### Bugout

9/27/23 – refilled bait stations, 26 were empty

#### Whatta Blast!

9/25/23 - Power washed office, farmhouse, barn, 4-bay, and fence.



## **EMAIL NEW LONDON**

A homeowner is requesting that ELCA plant 2 new trees in New London Harbour to replace the 2 pines that were removed due to sap and limbs falling on cars. This was unanimously denied.

## **COMMITTEES**

### **WATERFRONT/EROSION**

LP sent an email to all Board members stating that the construction firm, EQR, and Green Trust Alliance think we are looking very competitive for grant money. They want to ensure that we are going to maintain the shoreline for 5 years after construction. We have committed to doing this and have signed an agreement. They also want to sign an MOU for any monies ELCA sends them that states the monies will be returned if grant money is received. Thirdly, they would like to see a line item in the budget that shows \$5K/year for maintenance of the shoreline.

## **ARCHITECTURAL REQUESTS(AR)-DG**

### **CAPE SPLITT**

Homeowner is requesting a partial window replacement. Usually all of the windows on one side of the house must be replaced but this request is only for a slider and 2 basement windows. Unanimously approved by motion LP, seconded CF.

### **ANNIS SQUAM**

Homeowner is requesting to change his front porch light to a floodlight and camera. The homeowner was present and said he has had people urinating on his front steps. Approved by CF, BH, and JL. Disapproved by LP.

## **CONCERNS/COMPLAINTS**

None at this time.

## **CORRESPONDENCE**

None at this time.

## **NEW BUSINESS**

None at this time.

## **OLD BUSINESS-DG**

ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG

9/19/23 – Proceed with a District Court lawsuit ICO Prince, 1005 Cape Splitt. All approved.

ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL  
None

## **OTHER BUSINESS/COMMUNITY DISCUSSION-JL**

- Next meeting is November 13.
- Homeowner was inquiring about the Reserve Fund and how much needs to be set aside. BH responded that it is \$500K. According to the 2024 budget, the reserve amount will be \$41,160.
- Homeowner was inquiring about why 2 pine trees were removed in New London Harbour. The pines were removed because they dropped sap and limbs on other homeowner's cars.

## **ADJOURN COMMUNITY MEETING**

The meeting was adjourned at 7:35 pm.

**Elizabeth's Landing  
Monthly Community Meeting Minutes  
Monday, November 13, 2023**

**Present:** John Leopold, President  
Timothy Kelly, Vice President  
Brian Halusky, Treasurer  
Lisa Phipps, Secretary  
Cliff Fagg, Director  
Diane Gresham, Association Manager

**CALL TO ORDER-JL**

The meeting was called to order at 7:00 pm. This is an open meeting by the Board of Directors with the community members of Elizabeth's Landing as allowed by MD General Assembly HB 388.

**MINUTES-JL**

The minutes of the previous meeting held October 2023 were unanimously approved by motion BH, seconded TK.

**TREASURER'S REPORT AND 2024 BUDGET/HOA FEE-BH**

Report was reviewed and no questions were asked.

**HEARINGS**

None at this time.

**COMMON AREA-DG**

**UPDATE**

Jim's Yard & Handyman Service

10/16/23 – changed/painted visitor parking space on Chandler Way to "334" to accommodate resident disability

10/20/23 – unclogged 2nd floor farmhouse toilet (emergency)

10/23/23 – community clean-up

10/24/23 – began work on wood replacement on the 4-bay garage.  
Completed on 10/27/23.

11/6/23 – community clean-up

Arundel Tree Service

10/31/23 – bush hogged the area surrounding the storage lot

Bugout

10/25/23 – refilled bait stations, 29 were empty

**COMMITTEES**

**WATERFRONT-LP**

LP stated that Green Trust Alliance and EQR are proposing 3 stormwater management areas near the waterfront on common property. These are referred to as BMPs (best management practices). The design and construction of these BMPs will be borne by the granting agency so there is no cost to ELCA. BayLand has designed a concept and it was presented to the Board. The largest of the BMPs will be 60'x30' and it will be located to the right of Brady Rec Way, about 1/3 of the way down, as you are looking at Stoney Creek. These BMPs will make us more attractive to granting agencies since they will help with erosion and involve community engagement since we would set up a community planting day. These BMPs would require some plantings.

**ARCHITECTURAL REQUESTS(AR)-DG**

None at this time.

**CONCERNS/COMPLAINTS**

None at this time.

**CORRESPONDENCE**

None at this time.



## **NEW BUSINESS**

None at this time.

## **OLD BUSINESS-DG**

### **ITEMS APPROVED/DISAPPROVED VIA EMAIL-DG**

10/17/23 – 15-day letter to Sheehy, 807 DeFranceaux – roof hole/shingle repair. All approved.

10/18/23 - Repayment proposal forwarded by attorney for Henderson, 1040 Saybrook. All approved.

10/24/23 – Additional expense estimate for barn/garage wood replacement. Increased by \$2500. All approved.

11/3/23 – Proceed with lawsuit ICO Mondshour, 1200 Annis Squam. Approved JL,BH,CF,LP.

### **ARCHITECTURAL REQUESTS APPROVED/DISAPPROVED VIA EMAIL**

10/19/23 – McElree, 943 Mt. Desert, architectural roof shingles, GAF Timberline “Hickory.” All approved.

10/20/23 – Roberts, 8628 Houlton, partial window replacement (4) upper. All approved.

11/3/23 – Sheehy, 807 DeFranceaux, architectural roof shingles, TAMKO Titan XT “Rustic Redwood.” All approved.

## **OTHER BUSINESS/COMMUNITY DISCUSSION-JL**

-Next meeting is January 8, 2024.

-JL gave an update about the status of the library. The library is expected to open early 2024. Several unanticipated delays were encountered due to issues with contracts and materials.

-The county is replacing portions of the sidewalks along Elizabeth’s Landing Way.

-There is a homeowner on Beyda that sold their house and a car remains. The tags expire in April. DG says nothing can be done if the tags are current.

## **ADJOURN COMMUNITY MEETING**

The meeting was adjourned at 7:22 pm.