

**The Common at Sinnott Farm
Bylaws Covenants Committee Meeting
April 23, 2016**

Committee Members Present:

Leslie Woods, Chairperson
Louise Moran
Diane Prescod
Jeff Olmstead

Committee Members Absent:

Ann Hanks

Call to Order:

Chairperson Leslie Woods called the meeting to order at 10:31 a.m.

Agenda:

The purpose of this meeting is to review and discuss revisions to Rules the committee has been working on and, further, to determine whether or not they should be submitted to the Executive Board at this time.

Discussion:

Motion to approve minutes of February 20, 2016 meeting made by Jeff Olmstead, seconded by Louise Moran, approved unanimously.

A suggestion was made to add hot tubs to IX, Section 9.5 A – the committee agreed that this will be added as a number 6.

A suggestion was made to change the rule relative to homeowners not being allowed to park on their lawns – Article VI, Section 6.3. The committee determined, after discussion, that this rule should remain as is for the sake of the appearance of the community.

A suggestion was made regarding removing the language concerning retractable leashes not being permitted (Article III, Section 3.3B). After discussion, it was decided that the wording would be changed and retractable leashes will be permitted provided they allow for the owner to be in control of his/her pet at all times.

The rule regarding tag sale signs (Article X, Section 10.4) will be amended to clarify that signs are not to be attached to trees or any existing posts. In addition, the two sentences regarding signs being available from the Executive Board will be eliminated and the Board will no longer provide such signs.

Discussion ensued regarding the fact that this new document contains some significant changes but it has been the work of several people over more than two years. Ideas regarding distribution to homeowners for notice and comment were discussed – among the suggestions were: a general mailing, posting on the website, a shorter document outlining changes. It was agreed that some of these decisions will be made by the Executive Board.

Jeff provided an explanation regarding some wording changes made to the section relative to maintenance fees.

Jeff informed the committee that at a recent Executive Board meeting, it was suggested by our new Property Manager that the rules be reviewed by an attorney. He further stated that he feels that when the rules are presented to the Board for review, this suggestion will be made again. Leslie stated that she had raised this issue with the previous Board and that it was not viewed as a concern at that time. Additionally, it should be noted that there is no allocation of funds in the 2016 budget for this expense.

Discussion ensued regarding what notice and comment entails – requesting feedback from homeowners and discussing it. Jeff stated that it is the responsibility of the Board to enact rules although feedback from homeowners may be considered.

Leslie asked for a motion to send the rules to the Board – Louise so moved, Jeff seconded, motion was passed unanimously.

Leslie asked about distributing the copies to the Board once today's agreed upon changes have been incorporated. Jeff offered to be responsible for this task as he has all of the information – all three documents will be sent – clean copy, copy with colors/changes, shorter document that outlines and explains changes. Diane will advise Board members that information will be coming and must be reviewed. Jeff suggested that during the May meeting background be provided and that Board members be asked to submit questions and comments in writing by the middle of May so that this committee has the opportunity to address them for the Executive Board meeting in June. A portion of the June BOD meeting will be devoted to questions and determining how the information will be rolled out to homeowners.

Leslie will attend the June BOD meeting and offered to attend the May meeting if necessary.

Leslie asked committee members to send items to her that should be targeted for the annual inspection. We need to communicate with Vision to determine whether or not APM has turned over copies of letters sent to homeowners from past inspections. Diane will email Chris for this information.

Diane offered to print and have a copy of the original form used to record information from the Spring inspection – Leslie stated that the document would be useful.

Leslie reminded members that the Spring Inspection will take place on Saturday, June 11 at 10:00. We will wait until after the inspection to determine a date for the next meeting.

Leslie called for a motion to adjourn the meeting at 12:02 – made by Diane, seconded by Louise, passed unanimously.

Respectfully submitted,
Diane Prescod