

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING OTTER POND HOMEOWNERS  
ASSOCIATION, INC.  
September 9, 2025

Board Members Present: Christina Files, Kevin Dawson, Vanessa Stratton, Mindy Clagett  
Guest: None  
Call to Order 3:02 pm  
Minutes from the August meeting approved.

COMMITTEE REPORTS

ARB: One form approved.

POND: Two new compressors and two new fan motors installed. Recommend repeating the E.coli testing now, and perhaps monthly throughout May-September in future budget.

NEIGHBORHOOD WATCH: A German Shepherd dog known to be vicious and attack children, runners, and cyclists has been seen loose again in the neighborhood, near the end of Otter Pond Drive where it meets Otter Pond Circle. If seen, please call animal control to report.

SOCIAL: Ice Cream social was a success!

Yard Sale this Saturday, September 13.

Sue Mitchell has donated yard signs to use for future social gatherings.

OPEN SPACE: Still looking for a landscaper to do fall clean up.

Looking for a volunteer to help move and distribute rocks at the island.

BOAT HOUSE: Shutters have been cleaned and rehung. Thanks to Ryan Potter who helped Kevin Dawson.

Cleaning of windows and frames still underway.

Consider inviting our community's youth to paint the windows in lieu of applying film?

RESERVE: Ongoing revisions/updates.

Can we retain budget excess in the operating account? Or does that violate our bounds as a non-profit?

FINANCIAL:

Reports provided by Vanessa Stratton.

Two invoices approved.

Two property sales are pending; HOA status letters provided.

Continuing to pursue info on investment CD options.

COVENANT REVIEW: Clarifying check writer authorizations; loose dog policy (with local law); improving obsolete language pertaining to previous owner.

Once the covenants are polished and approved by the committee and board, consider seeking legal review before bringing to a vote with the community.

OTHER BUSINESS:

Still researching best time and service availability for installation of silt pond bank strengthening.

Should we post a reference to life jacket laws at the marina?

Meeting adjourned at 4:24pm

Next meeting Tuesday, October 7, 3:00pm at 1830 Otter Pond Cir.

Minutes submitted by Mindy Clagett, HOA Secretary.