

Indian Rest Village Improvement Society Policies – August 2018

Policies:

Annual payments

Assessments are \$215. Payment is due April 1st, and covers membership for one year.

Dinghy tie-up fee is \$80. Payment is due April 1st, or upon first use, at the member's discretion.

Boat storage fee is \$50 per boat (winter storage). Payment is due upon first use of the storage area.

Trailer storage fee is \$50 per trailer (summer storage). Payment is due upon first use of the storage area.

Membership and eligibility

The Treasurer will check the Association post office box the day before the annual meeting.

Those whose payments have not been received can pay when they show up at the annual meeting.

Only those who have paid prior to the start of the meeting will be eligible to speak, vote, and/or run for office.

The Treasurer will let the Secretary know who, if anyone, is not eligible.

Parking and dry storage

Parking, boat, and trailer storage can be performed in accordance with Article VIII, section 5 of the Association bylaws. In addition to the requirements in the bylaws:

- The dock driveway can be used by Members in Good Standing for loading and unloading purposes only. Use of the driveway for other purposes, including parking vehicles, requires Board permission.
- The parking spot at the top of the dock road is for Members in Good Standing, for day use only.
- No vehicle, boat, or trailer can block the entrance or exit of other vehicles, boats, or trailers, with the exception of anything owned by the person doing the blocking.
- All vehicles, boats, and trailers must be clearly marked with a means of identifying and contacting the owner (*name, phone contact – home and/or local/cell phone*).
- The board reserves the right to move vehicles, boats, or trailers that restrict access to any of the parking spots, as well as for scheduled storage lot maintenance. The board will attempt to contact owners of any items that need to be moved before moving the items in question.
- Dry storage is at the member's own risk.

Tree and brush cutting on common land

Trees, branches, and brush on common land can be cut and thinned in accordance with Article VIII, section 4 of the bylaws – please note that board and/or town permission is required for some work.

Members are also reminded that any cutting is at the member's own risk, and that tree cutting requires the signing of the "Release and Indemnity Agreement for Particular Purpose" agreement found in Appendix 2 of the Association bylaws.

Shoreland cutting also requires a town compliance letter, when complete, as per Harpswell requirements. (2015.08)

Boats, Dock, and Harbor

A dinghy slot near the eastern edge of the dock float will be reserved for the Dinghy Club, once formed, to allow harbor access from a shared dinghy. (2017.08)

The Association has approved the following open buffers around the main dock float: *an eastern buffer of 20', and a northern buffer of 40', extending 50' to the east of the float and 50' to the west.* This is in order to maintain open water for swimmers and for docking larger boats. Members are asked to position moorings to keep the aft ends of boats out of the open dock buffers at low tide, particularly if the wind or tide swing the boats towards the dock. Moorings that enable boats to encroach upon these buffers may be referred to the Harspswell town Harbormaster. (2018.08)

Member voting

Members are reminded that participation and voting at Annual and Special meetings requires Membership in Good Standing, and can be performed by proxy in accordance with Article VI, section 1 of the Association bylaws.

Voting can be accomplished by proxy as per Article VI, section 1.f. (2013.08)

Board voting

Board votes can be conducted via email in accordance with the following:

- Email votes must still follow procedures outlined Article IV, section 3 the Association bylaws, including a motion, second, and discussion, before votes are cast.
- Voting on topics where there is disagreement will be postponed until a meeting can be arranged for discussion in person.
- The Association Secretary will record a summary of the motion, discussion, and vote, as an appendix to the Board meeting minutes approved at the next Board meeting.

New member welcome packet

The Association Secretary will prepare a welcome packet for all new members/property owners welcoming them to the Association and introducing them to the bylaws and policies. The packet will consist of the cover letter included as Appendix 1 in these policies, a copy of the current bylaws (including waiver appendices), and a copy of the current policies).

This will ensure that new members will be aware of important items such as resource use, fees, shoreland cutting restrictions, waiver requirements, and the "at-own-risk" nature of being on or next to Association property.

Appendix 1: New member welcome letter

Indian Rest Village Improvement Society

Dear _____,

Welcome to the neighborhood!

We've historically enjoyed a live-and-let-live community in our special section of Harpswell, and hope you like living here as much as we do.

As you may already know, membership in the Indian Rest Association has benefits such as use of the common deepwater dock, the ability to store a boat/trailer in our common storage lot, and recreational use of the shared shoreline and wooded property.

The use of these resources is governed by the attached policies and bylaws. Please note that our goal has always been to have as few rules as possible – basically the minimum required to keep everything running smoothly and protect the association from various risks.

While all the details are covered in the attached documents, we'd like to mention the following:

- Our current fees are \$215 for the annual assessment, \$80 per season for dinghy tie-up, and \$50 per season for the storage lot (trailer in the summer, boat/trailer in the winter). Due April 1.
- Membership in Good Standing requires that all outstanding assessments be paid, and that all property owners and adult tenants sign the liability waiver found in Appendix 1 of the bylaws.
- Cutting trees on common land requires either Board permission or a signed letter by a certified arborist, and may require permission from the Town of Harpswell. This protects the Association from town and state fines that can be levied for improper shoreland cutting.
- All use of or proximity to Association resources is at your own risk. If you're concerned about the safety of something, please be careful. If you're worried about a dangerous tree or branch on Association land, please contact the Board for permission to cut it.
- Dingy tie-up space on the dock float is limited, and currently the float is full during some parts of the summer. Please contact the board before tying up. *Note: one option open to all members is to join the Dinghy Club, which can maintain a shared dinghy no matter how full the float gets.*
- The Annual Meeting, open to all Members in Good Standing, is usually at 3:00 on the first Sunday of each August, with a bring-your-own beverage and snack social before at 2:30. (Aug. 4, 2019)
- Our annual holiday party and potluck supper, open to all community members, is usually on the first Friday of each December.

If you have any questions, please feel free to contact the association secretary via email at secretary@indianrest.org, or visit the association web site to see our calendar, notices, and additional contact information at: <http://www.indianrest.org>.

We hope to see you around the neighborhood sometime soon.

The Board of Directors
Indian Rest Village Improvement Society
PO Box 574
Brunswick, ME 04011