

Freedom Hill Cooperative

Accepted 2-8-24

December 14, 2023

Board of Directors Meeting

Called to order at 6:32pm

Salute the flag

Janet Verville-Clough, President welcomed the Board and membership and reminded everyone that the meeting will be recorded, also noted members need to state name and address when speaking.

Code of Conduct in during meeting

Members in Attendance

Board: Janet Verville-Clough, Helen Bridges-Hamlin, Joseph Keuenhoff, Adam Bergeron, James Kenney, Anita Wise, Richard Audet, Donna Odde

Membership: Cher Keuenhoff, Linda Stansfield, Doreen Scovil, James Stewart, Larry Tasker

Guest: Laurie Regan

Secretary Report: Given by Helen Bridges-Hamlin

Acceptance of the November 16, 2023, minutes accepted with change.

Janet motioned to accept and second by James.

Treasurers Report: Donna Odde

- The Finance Committee met on the twelve of December to review the October 2023 Financial Statement. Their monthly review is \$923 above budget project expectations. Our monthly expenses are above budget expectations.

- Factors that impact there is:

1. Joe took care of the paving the costs hit all in one month, rather than being expensed out over the year.
2. Admin expenses for the group of them this month were \$3,693 over budget projection.
3. One of the things that we noted is when you look at our cooperative budget the line items are broken out x number of dollars for this.

4. What Hodges did when they rolled it into their budget template, they collapsed some of those. So, when we look at the admin expenses there's \$2,600 for office supplies and \$2160 for the copier.

5. Maintenance was higher than expected this month by \$23,000 because the redwood paving invoice hit the books in October and did the radon blowers some couple of \$500 expenses for week repair and there was a plumbing replacement that we did that shows up in the GL detail. We expect that those are going to level off over a period. The redwood paving has been accounted for, but the shed paving which is twenty-five k, and the purchase of the

backhoe, which is about another \$7500 that has not been accounted for yet in the October financials. That should show up in November and then we should see some pretty level minimal spending over the winter until spring when we finish the water valve replacement.

6. Water shut-off valve repair is reflected in October. And once the ground freezes the trend will drop off and pick up again in the spring.

7. Looked at the balance in the operating account. Considering what we have outstanding for major repairs, the tree cutting, the water, we have a commitment there of about \$150,000 that might come out. So, after looking at that, the sense is that we have four months of operating cost in the budget and that we should not transfer anything to the reserve at this time and that in March when the projects kick back up again, let us look at it. Those that met said let us not move anything at this point in time. I am sure that needs a vote. I will leave it to you.

8. That was just a look at it and a reminder that the finance committee meets on the first Tuesday of every month, which is January 2 here at 6:30.

Janet asked if there were any questions, no one had any questions and she made a motion to accept Donna's financials as read, all in favor, aye.

Maintenance Report: Joe Keuenhoff

1. The septic tank at 73 Chestnut Circle has been pumped.
2. It has been about four weeks not walking on foot and Richard has been filling in on my stuff.
3. Perry and Jimmy are about done painting.

Vice President: Adam Bergeron

1. Just the typical that I say every month with the cutting of the trees ongoing. The question was asked if he would be able to cut during the winter, his response was as long it's not slippery, we do not cut in the rain, it is all on safety.

President Report: Janet Verville-Clough

Old Business

1. 55 Chestnut is still on the market; however, I did receive a call from an interested buyer, we are waiting for the application.
2. 214 Redwood still on the market

New Business:

1. We received another arsenic violation. We will be hand delivering to each member.
2. The/Census was due on or before annual meeting, a notice was placed in in the mail house giving everyone until December 16. Since the notice we have only received one census form. Letters will be sent to those members that have not complied.

Board Minutes 12-14-2023 Page 2

3. Received a message from our postal carrier, if you do not pick up your mail after three days, she will be sending it back to the post office to hold until you pick it up, and that goes for the packages as well.
4. Tree service vendors will be here next week starting to cut. They will be

starting at 188 Redwood and then moving down the list that he gave the board an estimate for that the board accepted and voted to let United Tree Service.

5. A member in the park notified the board there was a tree issue in his yard that needed to be looked at as it has the possibility of damaging his solar panels. When the tree service is here, we will have them look at it and let the rest of the board know what the estimate was for two trees that are not on the current estimate.

Business Conducted outside a meeting:

1. The board voted to purchase totes for storing our documents.
2. Our little recording machine is called Sembly. It was a \$15 a month fee. However, if we paid \$120 yearly, we are saving ourselves \$60. So, the board voted on that as well.
3. We reviewed an application for an interested buyer, however we had to deny them because they did not meet our criteria.

Any questions?

Joe on the arsenic, I got the answer. I received an email from Aquamen, it says the violation is a running annual average. The last two tests for arsenic have come back to zero point eighteen and then a no detection. It will take another quarter or so of testing before the running average will be under the limit. How the state does the average is they take the last four quarters of testing and divide it by four. This will give the running average. This should be the last violation. The system is working awesome. The last testing in November had nothing detected at all.

Janet: Thank you, Joe. Can you forward me that email? That way I can print it out and add it to the violation letter that we keep here so that at least that shows an answerer to what is going on.

Question, Donna O. I have a couple of questions:

1. The census is there any possibility that we could have the people fill out a form on the Webb and submit it like a fillable PDF.
2. The mailbox issue: Can we get a sense from Kathy if she would accept a note from people who are on vacation?
3. The birch tree that's causing a shadow on solar panels.

Janet's response: On filling out the census we can check with the webmaster.

The mailbox issue, Anita and I have done it. If you tell her, you are going on vacation that is a different story, she will hold your mail not a problem. The tree issue is not a shadow, it's leaning that way, I want the tree service to look at it because of the way it is leaning, and I do not think Adam would even touch it.

Board Minutes 12-14-2023 Page 3

Question, Adam

1. With the census, we are going around for the arsenic, can we give a copy to everyone again instead of mailing.

Janet: We have not been mailing them, but we can do that.

Question: Linda Stansfield at 291 Redwood

1. On the pump house. The light that's outside, is there a security light that triggers by people walking by or is it turned on from inside. It's the door facing my house, 297 Redwood.

Joe: It is a sensor light, and a deer.

After a lengthy discussion on speeding, speed bumps etc., it was tabled for another time with no other issues, Janet made a motion to adjourn and all in favor aye.

Meeting adjourns at 7:22pm

Respectfully submitted.

Respectfully submitted;

Helen Bridges-Hamlin, Secretary

Board Minutes 12-14-2023 Page 4