

BOARD OF DIRECTORS MEETING MINUTES

June 11, 2015 6:30pm

1. Call to order. Salute to flag, and Attendance

The meeting was called to order at 6:30pm.

Board members present: Donna Rollins, Angella Sears, Kay Wallace, Liz Peacan, Shirley Baker-Stewart, John French, Ron Scovil, Randy Pratt, & Peter Bartlett, representing 9 of 9 filled Board positions.

Members & Guests present: 11 Member households signed the sign-in sheet, 2 Member households didn't sign in. Guests included Marcia Sprague and Bill Lake (Member) representing the Loudon Fire Dept

2. Loudon Fire Department (Bill Lake) – Burns in the Park

Deputy Chief Lake presented State of NH laws governing the permit process for outdoor burns, and provided forms with guidelines and category descriptions. FHC incorporated the categories into its own permit procedure

3. Secretary's Report (Liz Peacan)

- i Street Captains: inquired whether the volunteers could be used to deliver a notice about re-affirming the trash guidelines (5 bags per household). Board agreed this could be done
- i Storage Area: inquired about purchasing a key safe (\$24) for the gate key to the storage area. Anyone storing items would be given a code to the safe, having 24/7 access into the area. Would promote use of the storage area. Board agreed
- i Website: Ready to roll out new design, but have requested login access again from the current webmaster

4. Treasurer's Report (Angella Sears)

- i Acceptance of April 2015 Financial Statements: Angella didn't get a chance to review the financials with the Finance Committee this month. Kay Wallace made a motion to table the financial statements until next month. Donna Rollins seconded. Motion passed.
- i Finance Committee: Kay reported that she, Donna, John French, and Angella met to review the budget because of excessive amount of money spent during the water crisis (trucking in water) and the home & shed demolition expenses. Currently at a deficit of about \$40,000 (over this year's budget)

5. President's Report (Donna Rollins)

- i Actions taken outside of regular Board meetings:
 - Vote to approve \$1500 to contractor to remove damaged mailhouse
 - Vote to accept estimate of \$4450 from Mickey Labonte to correct drainage issue at 5 Chestnut Cir
 - Vote to approve spending up to \$1,000 for new laptop, and servicing with Fairpoint for internet and phones and fax line
 - Set aside date for Volunteer Appreciation Day, August 15, and awards of \$50 gift cards for volunteers
- i Fire insurance: Question from Member regarding FHC's expenditure to remove the burned house prompted a discussion about the possibility of having new residents be required to carry fire coverage in which the co-op would be protected from having to remove the damaged home, and possibly the need to inform Membership of the requirement for insurance updates

- i September Annual Meeting: Replacements needed for Board Members who are not repeating their terms. Nominations for ballot for: Director-at-Large, Vice President, Treasurer. Question from Member regarding absentee ballots. For certain circumstances, such as work or illness, the ballots must be turned into the Board five days prior to the Annual Meeting. The vote only counts for names on the ballot, not for any candidates nominated from the floor
 - i Water Usage: Have had an increase in water usage, and asking residents to keep listening and watching for signs of leaks around or under their homes. Notify the Board immediately if anything suspected. Bill Lake inquired about water shut-offs to each home, due to the fact that one couldn't be found on the burning house. John French has a map of where the water lines come into each home, but it doesn't show the shut-off location. The Maintenance Committee is working on mapping out those locations
- 6. Maintenance Report (John French)**
- i Updates: Special thanks to Jay Smith, Michael McCarthy, and Mike Southwick for their aid (in overdrive recently). Septic systems are being pumped on Redwood this summer, and any special cases that come up. Question about whether Dogwood has been done in the last 3 years, but all systems are done on a 2- or 3-year schedule depending on locations. Best Septic keeps a schedule. Obtained a quote regarding salt barn, but doesn't have it at this meeting. Trees that are not an emergency are being put on hold in favor of working on storm drains and culverts. Member said she paid for a tree to be removed from her roof, and Donna & Kay informed her that it is the park's responsibility. Home posts under 179 Redwood were repaired after having shifted. Straightening out Mike Rabbit and road sweeping. Warning to residents that the bear has been active, especially on the fire road
- 7. Open Forum (Membership)**
- i Member Sandra Currier (88 Pine Ridge) asked about the wall on her lot and hydrologist. John said the hydrologist did come in
 - i Member Jeffrey Miller (88 Redwood) expressed concern about drainage at the end of Redwood. John said it is on the plan to be corrected before the winter
 - i Member Doreen Scovil (8 Dogwood) asked (again) about getting another concave mirror on the pole across from the shed
 - i Member expressed concern that notices are posted online, but she can't go online. Timeline for mailhouse? Another month (before end of July). Member Tanya Weber confirmed that we'll still have the same boxes – keep your keys!
 - i Member complained about speeding motorcycle in the park
- 8. Executive Session**
- i Kay Wallace made a motion to go into Executive Session at 7:47pm. Seconded by Liz Peacan. All in favor. Executive session convened
 - i No minutes. Adjourned Executive Session at 8:50pm
- 9. Reconvene Regular Meeting and Adjournment**
- i Three (3) votes passed: to waive criminal background check fee (unanimous); to refuse to waive late rent fee (unanimous); and to accept new members interviewed during Executive Session (7 accept, 2 oppose)
 - i Shirley moved to adjourn at 8:53pm, Liz seconded. Meeting Adjourned