

Freedom Hill Cooperative Inc. (603)545-1239
Board of Directors Meeting Minutes
June 10, 2021
Bartlett Shed

Approved 7-8-21

Call to Order, Flag Salute, Welcome

The meeting was called to order at 6:32 PM

Members Present: Janet Verville-Clough, President, Joseph Keuenhoff, Maintenance Director, Sandra Webb, Assistant Treasurer, Annette Kowalczyk, Director At-Large, Donna Odde, Treasurer

Members Present: Helen Hamlin, Doreen Scovil, Mary Six

Code of Conduct is in effect during meeting. Masks and social distancing were not required, per changes in State of NH Covid Guidelines

Secretary's Report: Annette Kowalczyk reviewed the minutes of the FHC meeting held May 13, 2021, Changes were made, and Donna motioned to accept the minutes with changes and Janet seconded. The motion was unanimously accepted.

Treasurer's Report: Donna reviewed and recapped, essentially at the end of April we were in good condition and 8 months into the budget, we are \$20,000 ahead of projection.

- 1) The BOD is being good stewards with budget and expenses.
- 2) Non-Paid rents are stable and those in arrears over 60 days it is suggested we obtain newly updated and signed payment arrangements.
- 3) We budget for vacancies and with no vacancy, those funds are added back.

Expenses are underbudget by \$28,000, but that does not include the cost for the filtration media.

A discussion ensued about the attachments for the tractor, and it was recommended that Joe obtain quotes from a different vendor for the tractor items. In addition, Joe was also going to obtain additional estimates for the mini split, as fixing may not be an option.

NH Water System Grant, Donna started the application, so we have an idea of additional information we need to put into a package for next year's grant money.

- 1) USDA Needs Income Survey and if it is done now, it will have to be re-done. The mean average of the town the water service was in is \$70,000 so we might be able to estimate.

Donna requested Mid July from Joe the extra projects contemplated as well as estimated budgets to complete them. Discussions of vendors being utilized and costs for propane, gas, heat of the buildings, sand and salt for the winter and generator and underground tank at the well house.

Janet Motioned to accept the April 30th Treasurers report, Joe Seconded and all in favor.

Maintenance Report: Joe Keuenhoff reviewed and updated.

May was a hot month but they were able to pick up several piles of brush and leaves.
A culvert was filled in that no longer had any water running through it.
He went through the Well/Water house and there were no signs of mice present
The Club Cadet had a hole in the mower deck, he charged it and it needed help cranking over.
He will see if anyone has experience working on small motors to see if perhaps it can be fixed.
Joe has been back blading some of the corners in the park.
New Doors for the Well house have been ordered and Perry Wise will help to install
Bulletin Boards were made by Joe to go on the outside of the mail house to catch members attention.
Joe made sides for the Ford Truck so nothing would fall out when in use for other than the Sander.
Joe would call Tractor supply, Coyote and M&B Equipment for pricing on the Lawn Mower & York Rake as it was indicated that the reason for the delay in these items was due to the Manufacturer.
Joe was all set with some pipe and caps to mark out the Water shutoffs and Janet indicated she would help.

Donna asked a question as to the mower – if there is a log to track the use of the equipment to sign out and ensure equipment is in working order when returned. This would help with Inventory, quality checks and accountability moving forward.

Annette placed a call to Paula Warren at New Hampshire Department of Environmental Services and was waiting for a call back in regard to use of tires to make a ramp to load sand/salt for this coming winter.

Donna was still working with Hodges on an invoice for the tenant who is responsible to repair the water shut off due to their negligence in causing the damage.

New and Old Business:

Janet discussed the attempt to obtain ordered equipment and machinery but as they are still not here, Joe will be moving on and obtaining from another vendor.

The rules committee went out and the list is short however, included on the list is 4 Board Members and they will be receiving letters as they are not exempt if the items are not rectified.

Helen Hamlin the Chair of the Rules Committee provided a summary and list of violations to the Board of Directors. The Board will review the list and the BOD will decide if friendly reminders or violation letters would be issued as some of the members have already completed and updated violations that were on the list. Overall, the Community is much prouder, cleaner, and neater as in previous years. "Thank you, Helen for You and your time!"

We will be working on a Community Fire Pit and a Block Party to boost Morale in the park, creating connections with neighbors and help the community make an investment here at FHC.

We have a mother bear and cub. Janet has been in contact with NH Fish & Game. This is a reminder that bird feeders should not be out during the day or night during the summer months.

Dan from NH Fish & Game will be driving through the park to see if he can see bird feeders and any garbage not in cans should be disposed or and removed. He will be knocking on doors and requesting the removal and take down of the feeders. This is very serious as there was a cub at the mail house who came very close to someone who stopped to get their mail. A further discussion ensued that feeders should not be outside, and that Members should take ownership and try to keep each other safe.

Business Conducted outside a meeting: We hold workshops every Tuesday of the month

Open Forum: Thank you for the Signs – Congratulating the Graduates.

The Board of Directors received a lot of complaints in the month of June and we want to invite goodness and positivity - so we discussed several positive changes.

- 1) Several members have cleaned up their culverts
- 2) Mowing of lawn and common areas without being asked, Members chipping into help where and when needed.
- 3) Sweeping out the Post office
- 4) Someone Brought Plants they did not need, but donated them to others,
- 5) Good changes around homes, windows, siding, lots of property improvements.

Doreen asked if we knew when the Tree guy would be to take down the trees and Janet indicated she would check and advise.

A concern was made about lack of visible house numbers and that they should be on the light post as well as the house. In the past they indicated that 3X3 reflective numbers be used so that Fire/police could find the proper home in the event of an emergency. The Board would reach out to the local Police and/or Fire department to see if they have a preference or standard recommendations.

Executive Session: There was no executive session

Adjourn: Donna motioned to Adjourn, Janet Second and the meeting was unanimously adjourned at 7:35 PM

Respectfully Submitted by Annette Kowalczyk 7/8/2021