

Freedom Hill Cooperative Inc (603)545-1239
Board of Directors Meeting Minutes
March 11, 2021
Bartlett Shed

Approved
4-8-21

Call to Order, Flag Salute, Welcome

The meeting was called to order at 6:40 PM

Members Present: Janet Verville-Clough, President, Anita Wise, Vice President, Joe Keuenhoff, Maintenance Director, Sandra Webb, Assistant Treasurer, Annette Kowalczyk, Director At-Large

Members Present: Michael McCarthy

Code of Conduct is in effect during meeting. Masks and social distancing are required.

Membership was advised that Susan Gove, Secretary has resigned, and she will be missed, but appreciate the time served.

Secretary's Report: Anita Wise reviewed the minutes of the FHC meeting held November 12, 2020. No changes were suggested. Janet motioned to accept the minutes as presented and Joe seconded. The motion was unanimously accepted.

Treasurer's Report: Anita Wise reviewed the statement from Donna Odde regarding the October, November, December 2020 and January 2021 Treasurer reports.

The financial Statements appear to accurately reflect fiscal year activity. Our current revenue is slightly ahead of budget projection. Most Owners have continued to pay on time, outstanding rent has reduced. The sale of backhoe above budget helps. As for year-to-date expenses as of 1/31 we were approximately \$15,000 below budgeted expenses. This is because planned expenses are under control and unplanned expenses have been limited. With the Redwood leak, a new booster pump and the down well in February and March, this will change. However, we are still forecasting that budget will be on track.

Janet moved to accept the October, November December 2020 and January 2021 treasurer's report and Sandra seconded. The motion was unanimously accepted.

Maintenance Report: Joe Keuenhoff reviewed and updated as to the following – water issues

- FHC water shutdown that left the park waterless was the result of an electrical glitch that tripped the electrical shutoff on the well. The alarm did not reset, so Gilford Well was not notified that the water holding tank was empty. Two tankers of water needed to be brought in.
- 117 Redwood Water Main leaks have been repaired,
- Water main leak on Pine Ridge was also repaired, but in the process caused damage to a kitchen faucet at 76 Pine Ridge. A new faucet was purchased, and Perry Wise donated his time to install for the member.

- 96 Pine Ridge had a water leak at their home. Water main shutoff does not work due to damage to the shutoff.
- 102 Pine Ridge had a sewer backup problem and Best Septic came out and cleaned the clog.

United Tree Service cut the damaged trees from the storm as well as any homes on the list for under old tree service prices.

The Backhoe was sold and picked up by the new owner.

The shed has been cleaned up, tools are arranged in the toolbox, others hung and all cabinets in order.

A three year-generator maintenance contract has been set up. Milton Cat has been contacted and will come out to perform maintenance on the generator.

Well Road gate has been fixed, signs indicating "Keep Out" have been reattached. Bus Stop signs have been put back up.

Knox box has been ordered and it is on its way to bring FHC in compliance with the fire department.

New roof light has been installed on the 2019. Under warranty for parts, labor was not.

For the safety of all current and future volunteers,

- Orange three Step Ladders have been put on the back of each truck.
- A Hoist was installed on the rafters in the building to help lift and install the sanders easier and it can be used for other purposes as needed.
- Running boards were added to each truck.

There was an accident with the new ford while plowing the well road. The truck needed an alignment and the plow needed to be replaced. The truck did not have any other damage, and what was damaged was covered by the insurance policy, subject to the deductible.

The New FHC office box has been installed in the mail house.

New Reports: Nice Job to the Plowing crew who worked to keep the streets clear.

New and Old Business: Janet indicated that the York rake and lawn mower that was approved at the annual meeting was on back order due to the supplier and over the winter, not needed. Janet would contact the vendor to check on the status.

Janet indicated that there are several shut offs that are not operational around the park and will need to be replaced. Gilford Wells has been advised.

- 319 Redwood
- 153 Pine Ridge Road
- Corner of Elm Place

Homes Sold: 77 Chestnut to Kimberly Harris,
153 Redwood from Ruth Webb to Dr. Richard and Laura Barone,
121 Pine Ridge Road to JoAnne Moore (home is now back on the Market)

68 Letters were sent out to members that had not returned their census form. They had until March 7th to return them and out of 68, FHC received approximately 38 back. Vehicle Stickers will be dispensed after review of the received census.

Annette has reviewed the insurance policies and closed some gaps in coverage. Property coverages have been broadened and insurance limits placed on a blanket basis. Tool and equipment floater has been rewritten to provide protection for items in and out of the shed. The Crime policy has been rewritten to include all positions on the Board, volunteers and property management company in the event of theft. Directors and Officers policy has full prior acts back to the inception of the Cooperative.

There has been a great deal of speeding over the winter so FHC will be conducting speed checks. If you or anyone in your household including visitors get caught speeding, there are consequences as it is a rules violation.

Old Business: Mike McCarthy has requested a new flag due to its deteriorated condition. A new POW was purchased last year. Janet will order a new cloth flag and check prices.

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

Open Forum: Mike McCarthy was questioning the junk cars in storage and concerned about the cost to remove and status of the cars. Janet indicated that two of the vehicles have already been removed and the keypad was removed as well. Inventory of the storage area will happen in the spring and addressed at that time.

Mike was checking on the status of the back yard behind the shed. Most of the dirt that is there is junk and he suggested moving it over to the storage area to build it up and expand the lot. A conversation about building up a loading platform for the sand/salt mix and the loader to fill the sanders should be completed to use up some of that if not all the dirt and clean up the area.

Several members have been spoken to regarding parking on the lawns, vehicles and noise and the rules committee will be going out in the spring for inspections.

A concern was brought up regarding the trash can in the mail house. The can was originally placed for junk mail as a convenience for the Members. However, over the years the amount of Trash that is junk mail has decreased and the amount that is food waste has increased. As such with a few warm days, it is creating an unpleasant odor and with the animals awakening a hazard. The trash can will be removed and a to prevent littering, a sign advising that Camera's are in Use.

Sandra suggested that due to the additional census paperwork, the Rent box was full and the potential for someone to reach in and remove an item was a possibility. It will be reviewed and possibly interchanging the two FHC Rent box with the FHC Office Box might be a solution.

Sandra also indicated that she had a problem with her mailbox, and it was suggested that it might be weather related but if it persisted it was recommended, she call the post office for a repair.

Joe is looking to purchase wheels or a creeper/dollies to set the plows on in the spring/summer in the event they need to be moved around once they are taken off the truck.

Executive Session: There was no executive session

Adjourn: Janet motioned to Adjourn, Anita Second and the meeting was unanimously adjourned at 8:30 PM

Respectfully Submitted by Annette Kowalczyk