

Freedom Hill Cooperative, Inc

Accepted June 5, 2025  
With correction

May 8, 2025

Board of Directors Monthly Meeting

Call to Order at 6:30pm

Salute to the Flag

Code of Conduct will be in effect

Board members in attendance: Adam Bergeron, Anita Wise, Helen Bridges-Hamlin, James Stewart, Cher Keuenhoff, Joe Keuenhoff, Donna Odde, Richard Audet

Membership: Ron and Doreen Scovil, David Zargas, Tara Campbell, Lisa Blanchard, Larry Tasker, Donna Halle, David Horn, Lynne Michard, Annette Kowalczyk, David Chasse

Guest: Laurie Regan,  
Johanna Beachy and Kelli Cicirelli (ROC-NH)

Secretary Report: Helen Bridges-Hamlin

Acceptance of April 10, 2025, minutes. Note: This meeting will be recorded. Due to circumstances, the DETAILED minutes are not completed and will be accepted at next month's (June 2025) meeting. Some of the hi-lights in the detail are (1) February financials were accepted, (2) Maintenance, the septic system replacement at 92 Pine Ridge almost complete, (3) Maintenance Joe gave a detailed explanation of why the water system went down, (4) Vice President, Adam talked on tree projects, (5) President, James Kenney, talked on the trash can issue again, addressed a list of formal complaints, mentioned a park assessment coming up, (6) tree budget discussed, (7) tree issues to be looked at, (8) Board Position vacant for Assistant Secretary was filled by Anita Wise (9) Board Position for Director-At-Large was filled by James Stewart, (10) Who has the right to ask questions and speak at a board meeting.

Treasurers Report: Donna Odde

Finance Committee met May 7, 2025, to review the March Financial Statement. President: Donna Odde and Cher Keuenhoff.

Revenue for the month was \$75,897

Expenses for the month were \$44,112

Monthly net income \$31,784

There are a couple of outstanding invoices (1) The water repair project for the pump house, the full invoice has not been received and process yet. We are anticipating someplace around \$20,000 and it will be charged against the accounts when it comes in. (2) The septic system repair at 92 Pine Ridge, we have not made the full invoice of \$23,000 plus until the final piece of grass seed is put down.

Y-T-D (Year to Date), we are in a good position. Our revenues are still ahead of budgeted projections and the expenses remain under budget.

Revenue: \$449,574

Expenses: \$306,253

Net Income: \$143,321

Seasonal Costs expected:

Septic Pumping around \$15,000

Additional tree cutting around \$13,000

Lean-to project around \$12,000

Culvert Repair is around \$15,000

Audit fees are about \$8,400

In July we expect a second real estate tax of around \$45,000

Note: So, what you see now that looks like surplus is eventually going to dwindle down. Correction that needed to be made. We noted that there was a miscoding of \$319.71. It was in February financials, and we missed it. Something was coded to the water filtration media, and Cher noticed and questioned, what did we change? It turns out, it was for the ADP fire monitoring and Hodges just coded wrong. I reached out today to Hodges and Maria made the correction. It will be reflected in the April financials.

At this point, I recommend that the Board accept the March financial statement with the correction that I noted. The Motion to accept by Adam second by Anita all in favor. Motion passed.

Comments (1) Budgeting process for FY (fiscal year) 26 will take place over June and July. (2) I am going to make a request to the board. Since James is no longer with us and we had approved Helen and James to have a bank card (they have not been finalized yet) I am going to request that the Board authorize Anita to have a bank card so that she can use it to process the credit reports. So, if you welcome a motion to approve, I, Helen will make a motion to approve, seconded by Adam. The motion is to authorize Anita to be issued a bank card. Called for vote, all in favor, motion passed. Joe, you will be impacted, because to issue Anita and Helen a card, they must cancel all cards. So, your card will get cancelled and reissued. So, if you think about filing up the gas tanks, and anticipating there is any expense think about doing it sooner than later. Let me know when that is done and Anita must fill out a form.

#### Maintenance Report: Joseph Keuenhoff

1. Met with Ray Six pump house issues and would like work with it further.
2. Water leak under a home on Pine Ridge. Shut the main water valve for the night. Aquamen repaired the following morning.
3. Took several loads of brush to town dump and one load to the Dirt Doctor.
4. Checked on several tree removal requests. Need to get Adam involved to determine if outside service is required.
5. Just a reminder. Outside vendors doing work in the park are instructed only to do the work agreed on and not take requests from people, only from members of the board.
6. Two gates repaired.
7. Changed oil and filter on riding lawn mower.
8. Have a volunteer to paint the Pine Ridge Entrance sign. We purchase the supplies. So, the sign is inside the shed.
9. Check an odor inside a home on Pine Ridge. Made a suggestion on clearing drains.

10. Big thank you to Helen, Richard, Jimmy, Ed and Donna Halle for the snacks, homemade cookies.
11. Two burning permits approved.
12. I have invited Aquamen, Craig to come and speak at our June meeting and explain in a little more detail the problems that we have at the pump house. He is our water operator.

New Reports: Cher Keuenhoff

CIP: We went to a ROC-NH training this past weekend on infrastructure; it was great training. I appreciate every member of the team who came. All members are welcomed to attend any of these training classes. Donna noted Johanna (from ROC-NH) shared the original infrastructure plan, so that might guide some of the planning. Cher said she will look at that when we have our next meeting. Donna's comment said, "Would it be helpful if every board member read the PCR (Property Condition Report) so that we know what was recommended? So, as you begin planning the projects, which will give us background information.

Vice-President: Adam Bergeron

Trees, trees are like repeating recordings. We will get out there when the weather decides if we do.

President: Adam Bergeron (interim). Old and New Business

Old Business: We had some formal complaints at the last meeting. We have sent out one letter and all the complaints are in process, either letter knocking on doors or verbally addressing it as a friendly reminder.

New Business:

1. Spring inspection is coming up and May 31, 2025, Saturday. The Rules committee will go out. If we can the cars will be labeled for identification. So, if you see one of our cars stop for a second and then roll on, they're just doing the inspection. They do not get out; it is a drive-by inspection.
2. Water repair system votes. The Board met after the last debate on the water system with an estimate to repair the system. We met with Craig (from Aquamen) went in length and detail what is wrong with our system and it's a grenade waiting to go off. So, we talked about it in length and as a board decided that it was an emergency because if we don't get on with this, it is going to break down again for a tune of 10,20, \$30,000 again. So, we had a vote, and we approved the repair. To Joe, you called and scheduled that, right? Joe's answer "It's scheduled. If there is any question about the price, about where the money is coming from, about how we are going to deal with that end, Donna can speak to that better than I can.
3. Houses for sale 135 Pine Ridge, 2 Elm Place and James house will be on the market soon.

Business Conducted outside of meeting:

1. We got clarification with ROC-NH about board vote position on a board issue only. Adam asked Helen to read the FHC Bylaw, (FHC Bylaws revised 9-15-2020. Membership 3.1 Only one membership will be assigned to a manufactured housing unit, and only one full vote may be exercised under a membership. Question was, The FHC board has nine seats (one household holds two seats) each seat holds a unique say. Therefore, the vote count should be nine not eight on a board vote only. After discussion, the consensus was that the board could use all nine seats for a vote on a board issue. All nine board members were present and one guest, Johanna Beachy from ROC-NH.
  - 1.1 Donna: It's a clarification: To give Cher the vote she should have had from the day she was appointed.

Any questions? No, we now move to open forum.

Open Forum:

Q1. David Chasse, 228 Redwood: I emailed to the board (I will just summarize). I got an alert that there was an animal in my yard. Looked at the video. A dog came running in my yard. The owner came running in afterward, let the dog do its business and left and never came back to clean it up.

A1. Adam, we got the email, a letter has been drafted and will be going out.

Q2. David, 228 Redwood, I have a tree/shrub in the middle of my back yard. I know there is a rule about installing a shrub but did not see anything about removing.

A2. Adam and Joe, it's a shrub you can remove it. Joe, just leave it at the end of the road we will pick it up.

Q3. Ron Scovil ,8 Dogwood.: I was reading the minutes from last month and the board voted for two members last month, am I correct?

A3. Yes, Anita and Jimmy.

Q3.1 The correct way to do that is when there is an opening on the board throughout the year, the board has the right to Appoint (not vote) someone for the remainder of the year.

Q4. Ron, 8 Dogwood. The Mail House decoration. Discussion on who and what can be decorated. Went into a lengthy discussion.

A4. Adam, Ron we got that cleared up by an attorney and they can go down and decorate that seasonal. We got legal counsel. We worked through it as a group, and we voted in an open board meeting that it was ok. We were not going to use park funds to do it, and it had to be seasonal rather than religious affiliated. The only reason why we got legal counsel and stuff is because, yes, we are a private property and yes people have the right to decorate their homes the way they want, but that is to a degree a public space, it is privately owned by us, but it is (mail house) where everyone has to go to collect their mail. We just wanted to make sure that we did not open the cooperative up to a lawsuit.

A4.1 Doreen Scovil note she has decorated in the past and can do it in the future, and do not need any money. Anita Wiss also notes that we have some decorations upstairs that have been used and are available.

Q5. Lynne Michard, 279 Redwood. There is a white car rocker panels rusted, speeding. I've got a picture of the license plate.

A5. Donna, it would be nice if you could put that in writing as a formal complaint along with the picture.

Q6. Annette Kowalczyk, 171 Pine Ridge. I know a lot of snacks and everything has been

Volunteered, but I thought we had set aside money in the budget to pay for snacks for the volunteers?

A6. Donna if you remember we took the metal recycling money and that was intended for those. We no longer have the recycling money can. Now the only thing that the cooperative pays for is water.

Q6.1 Annette and where is that money?

A6.1 Donna, for that money you can ask Janet to return the can to us. Joe raised his hand and stated it was in his possession. With that said Donna wants the can back so it can be reconciled. After a lengthy discussion on the issue of the can (money); what will it be used for, how is it going to be controlled, is there going to be a budget setup for snacks, etc. Donna stated she wants the can back to reconcile, and Annette stated by next month we should know how much money and how the snacks are going to be managed going forward. Anita noted that petty cash had not been used for over two years and replaced with debit cards. The debit cards show up on a statement which gives us better control and a paper trail. The subject has been tabled for a later date.

Q7. Annette said at the ROC-NH training there were several forms presented, and one was where there was no communication between a member and vendor, a security contractor policy.

A7. These forms will be reviewed by the board for membership or a board policy.

Q8. Annette questioned where the funds \$20,000 came from for the water emergency repair are they coming out of the capital reserve?

A8. Board position on NO. They are going to come out of the balance of the operations. (in the operating account).

Q9. Annette mentioned again the \$8,000 we had set aside for the filtration media.

A9. Donna replied to it did not show up in the minutes that it was expensed. Over the years there have not been consistent procedures and especially in the last couple of years when I nitpicked there was a reason for that. The board will take your recommendations and input into consideration.

Q10 Tara Campbell, 319 Redwood. I have a few questions and clarifications. Clarification on the Board vote nine (9) vs eight (8) vote.

A10.Kelli (ROC-NH) gave a brief explanation; might be like when they are making a motion to approve the minutes from the previous, you know that is a board issue. OK if they are changing By-Laws, which is a membership vote.

Q11. The number nine (9) board position was appointed outside of a meeting.

A11 NO. It was done at the same meeting of another appointed board position at last month's board meeting. Helen stated you walked out of that meeting before it was over.

Q12. Tara questioning why she was removed from the board.

A12. The board stated we have ROC-NH (Johanna and Kelli) and are going to meet and talk about this as a board member in an executive meeting. Prior to adjournment tonight. Adam commented we are not going back and forth on the emails because there is a conflict of opinions about what happened. We are not going to commit until the Board has gotten all the information we need. Tara started to continue. Stop.

Adam announced we are going into an executive session.

Came out of executive session.at 8:32pm Adam went out to bring the members back into an open session. However, the only member left was Tara.

Cher had a comment, starting this Friday there will be clothing sewing if anyone is interested.

Donna Odde made a motion to seek legal council on the subject we discussed in the executive session. Adam seconded the motion. All in favor, yes.

Adam explained to Tara that the board will be seeking legal counsel.

With everyone talking, a motion was made to adjourn then second and all stated yes. Motion carried to adjourn., approximately 8:40pm.

Respectfully Submitted

Helen Bridges-Hamlin  
FHC Secretary