

BOARD OF DIRECTORS MEETING

November 19, 2015 6:30pm

Attested to 
by Secretary 12/10/15**1. Call to order, flag salute, and attendance**

The meeting was called to order at 6:31 pm

Board members present: Jeff Miller, Angella Sears, Liz Peacan, Shirley Baker-Stewart, Mike McCarthy, Peter Bartlett, Mike Thibedau, and Sue Perkins, with Donna Rollins arriving 1 hour late = 8 and then 9 of 9 filled BOD positions.

Members Present: 6 member households signed the log, and 7 members were present

2. Secretary's Report (Liz Peacan)

i Reminder: Meetings are recorded for the purpose of preparing minutes

i Acceptance of October 8 BOD meeting minutes. Peter made a motion to accept the October 8 Board Meeting minutes. Motion seconded by Sue Perkins. Motion passed unanimously with 8 yes votes.

i Correspondence: 10 letters were mailed since the last BOD meeting: 3 were hand-delivered. Includes copies to attorney and Hodges

i Membership Committee:

- Board voted to accept 1 new member, for 89 Pine (vacant lot)
- Asked for motion to accept new Membership Committee Policy
 - Q: Will be made available to Membership? A: A binder is being compiled containing all documents, rules, By-laws, policies & procedures, and will be kept in meeting room
 - Discussion re: criminal history reports, recidivism, and the guidelines implemented in the policy allowing the Board to draw annual reports if a history is present
 - Peter motioned to accept the policy, Mike T seconded, and the motion was passed unanimously

3. Treasurer's Report (Sue Perkins)

i Acceptance of the September 2015 Financial Statements: Sue made a motion to accept the financials, Mike T seconded. Motion passed

4. Maintenance (Mike McCarthy)

i Project Updates: ● leaf blowing common areas ● wellhouse area cleaned up ● Magoon tree has come thru twice ● signage installed: dead end and deaf child ● gates and fences installing Monday ● culvert at 171 Pine so bad they can't get in/out – Sam Cooper will fix temporarily for winter ● received a building applic to be reviewed ● sanders getting fixed ● water shut off was shaved off in a driveway ● sand loads to be delivered ● problem with residents blowing leaves INTO culverts. Member suggested we post a request for youth to assist with raking out culverts and throw them a pizza party – manpower needed!
● Member asked about broken water lines and their old age. A: Gilford is handling on an “on call” basis ● working on collecting estimates for culvert project in spring 2016 ● Big thank you to the “Mike n Mike” team from the Board, and a “Thatta Boy!” from member Randy Pratt to the Mikes (Mike McCarthy & Mike Southwick)

5. Vice-President's Report (Jeff Miller)

i Park Rules revisions: Jeff explained the Board's meeting with attorney Glenn Raiche to verify the proposed revisions in park rules. Specific steps being taken: ● repeal Section 11 regarding fines, at attorney's advice ● institute new procedures for handling violations: **1-** in-person visit, **2-** reminder in writing of required steps to rectify, and due date, **3-** conditions not met in 30 days, letter warning of “immediate eviction proceedings to commence in 15 days”

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Vice-President's Report - continued

Discussion ensued wherein members expressed concern over repealing the fines and penalties. Explained how impractical it would be to administer that arrangement with Hodges being unwilling to get involved. Jeff talked about the success the current Board is having with personal visits. Angella suggested the visits are recorded in writing, and Jeff said the reminder note would confirm the visit conversation. Donna arrived and re-iterated the attorney's advice that if we show our intentions to evict, the violating members will pay attention

- i Section 10 Liability, Rule #10 wording: everyone agreed adding the specific word "homeowner's property" would clarify concerns that Membership had at the Annual meeting over this rule. Some members noted how they believe park rules can be changed at a regular BOD meeting, by interpreting the By-laws that way
 - i Seasonal Vehicles under Section 7, Rules 9 & 10: Discussed the possibility of adding winter recreational vehicles to the exception for boats. Also repealing the "4 consecutive days" rule for utility trailers. Members expressed concern over shortened driveways and lack of street space in winter when snow is piled up. Rules would have to be worded extremely specifically, so that any utility trailers aren't allowed to be parked and used for storing trash. Another discussion arose over making the storage area more secure, but Donna reminded that we have the area available for those that want it, but we DONT require folks to use it, so the park isn't liable to keep it in a certain condition
- 6. President's Report (Donna Rollins)**
- i Expressed appreciation for Mike M and Mike S
 - i Actions Taken Outside of a Meeting:
 - eVote to accept fencing and gates quote from Superior Fence
 - Voted to rescind an increase in application fees, per law
 - Signed contract with Comcast allowing them to service their customers in the park; received a profit-share arrangement to get roughly \$800 per quarter, based on customer penetration
- 7. Open Forum (Membership)**
- i Member Kay Wallace (55 Chestnut) spoke of the need to address the utility trailer parked out in the street at 74 Chestnut, before there is an injury ● Member Preston Lawrance (28 Willow) asked about street lights A: that project has to be put in second place of more important culvert project. Mike M & Peter will try to contact Eversource, though they haven't responded yet; their policy on installing for free may be different than it was for PSNH ● Member Randy Pratt (112 Pine Ridge) said the outgoing mail slot at the mail kiosk is too high for short and/or handicapped people to reach ● Member Doreen Scovil (8 Dogwood, and Rules Committee Chair) asked when their violations list will be handled, as it was submitted Oct 8 after an Oct 5 inspection, and only 10 letters went out. A: it is being handled on an ongoing basis, but some are in-person, not letters. New procedures are being worked on and will be submitted by next BOD meeting
- 8. Executive Session:** Donna Rollins moved to go into Executive Session @ 8:22pm. Seconded by Liz Peacan. Motion passed and Executive Session convened
- 9. Adjournment**
- i Donna Rollins motioned to come out of Executive Session at 9:30pm, seconded by Shirley Baker-Stewart. Regular Session reconvened.
 - i Angella Sears motioned to adjourn Board of Directors meeting at 9:31pm, Jeff Miller seconded. Motion passed and meeting adjourned at 9:31pm