

BOARD OF DIRECTORS MEETING

October 12, 2017

Accepted 11/09/17 by

BOD

Attested to by Secretary

**1. Call to order and attendance**

The meeting was called to order at 6:30 pm

Board members present: Seven (7) board of directors present, One (1) absent

Members present: Seven (7) member households signed in

New board members: Seven (7) with two (2) existing board members

2. Secretary's Report (Liz Peacan)

- Acceptance of Aug 10th BOD meeting minutes. Donna Rollins made a motion to accept the Aug 10th Board Meeting minutes as presented. Motion seconded by Peter Bartlett. Motion passed unanimously with 19 yes votes.
- Correspondence: Seven (7) pieces of correspondence mailed; two (2) were violations, also several emails back and forth. One (1) new member was accepted (82 Chestnut), two (2) new members under occupancy, and three (3) homes have been listed (257 Redwood, 242 Redwood, and 109 Pine Ridge Rd).
- Outgoing message made by resigning secretary.

3. Treasurer's Report (Susan Perkins)

- Acceptance of the August 2017 Financial Statements: One (1) issue was presented which has since been corrected: The tree service was billed under Grounds/Maintenance and switched to Sub Contractor Fees. Don Scovil (252 Redwood) asked how much the tree service cost. Sue Perkins answered with \$6000. Mike McCarthy stated that MaGoon still has a bill outstanding.
- There is currently one (1) outstanding bill, emergency tree removal needed at 173 Redwood Rd.
- Kay Wallace (55 Chestnut Circle) made an announcement in regards to the financial committee
Sue Perkins stated they will be having finance committee meeting again starting in November (Kay Wallace, Liz Peacan (when available)) will be on it. Sue stated other community and board members were welcome to join.
- Acceptance was missed, later accepted by Donna Rollins' motion to accept the Aug 2017 Financial Statement as presented. Motioned seconded by Mike McCarthy.

4. Maintenance Report (Mike McCarthy)

- Issues: 103 Redwood sewer line broke due to roots. Russ Pearle came in and fixed it. Started Saturday finished on Tuesday. Monday night Russ made a temporary fix until he got the parts he needed to make a permanent fix, First company didn't show with camera, Jeremiah B called in a second company. Jeremiah Bentley took charge. Generator still giving issues, it has been serviced. Gilford Well came in and fixed two (2) broken water shut offs. 17 Willow has been winterized inside trying to locate the main shut off. Small leaks have been found, Mike fixed those. 179 Redwood had small leak, Jeff Leonard and Jeremiah Bentley called. Has cleaned the hill one last time, left can at mail house for Jeremiah. No camera at the storage yard, it has been pulled.
- Outgoing message made by resigning maintenance director

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5. **Vice-President's Report (Jeff Miller, absent)**
 - No report

6. **President's Report (Donna Rollins)**
 - Appreciation for Mike McCarthy and Mike Southwick.
 - Liz Peacan mentions that Financials weren't accepted. Sue motions to accept the Aug Financials Mike McCarthy Seconds. Motion passed unanimously with 19 yes votes.
 - Actions taken outside of the board meeting: Emails to approve new member. Bank circumvented the process. Email vote to accept a new member into a home after the criminal report was corrected. Email sent to accept new member at a different home after criminal background came back. Retiring board held a training session with oncoming board.
 - Other new business: 103 Redwood working. Norm Harris called stating 5,000 gallons a day being lost. Red Flag has been placed. Gilford well will be going around our homes. Will cost us to do this.
Kay Wallace asked: are we not still a member of the Granite State Water Resources? If you are a member they come in and do free leak detection. Donna says they tried that; they will not just come on an emergency basis. Does not believe it is a house. Jeremiah B will be dealing with Norm. Email sent to Adam B. Anita W and Jeremiah B. DES numbers will be coming in with the analytical report. Received on today and everything was clear.
 - Outgoing message from president.

7. **Meeting turned over to new Board**

8. **Incoming Message from President (Adam Bergeron)**
 - Opening statement. Excited to start a new position. Used to be on the board as maintenance. Try to come up with new ideas. Getting the community to be in involved more. Get ready for plowing season. Communication between the board and the community is key. Get more member to attend. Hopes everyone has a little patience. Community is welcome to call, stop by if any issues.

9. **Incoming message from Vice President (Anita Wise)**
 - My position is to help Adam. Comes from all types of communities large and small. Looking to step out of comfort zone.

10. **Incoming message from Secretary (Melissa Nelson)**
 - Believes she has great organizational skills, believes in face to face communication.

11. **Incoming message from existing Treasurer (Sue Perkins)**
 - Transferring from old board to new board. Is willing to do more than she has been doing.

12. **Incoming message from Assistant Treasurer (Sandra Currier)**

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- Will primarily be helping Sue, and with Maintenance. Helping with everyone.
- 13. Incoming message from Maintenance Director (Jeremiah Bentley)**
- Mike left him big shoes to fill. Has already been filling in for Maintenance. On the fire department and works for the tow. Prefers calls over email.
- 14. Incoming message from Director at Large (Brandon Nelson)**
- Here as a team, need to back each other up. Please call if issues come up.
- 15. Incoming message from Director at Large (Robert Whitehead)**
- Prefers emails or texts. No calls, works variable shifts.
- 16. Incoming message from existing Assistant Secretary (Shirley Baker-Stewart)**
- Melissa's other half. Been really sick. Spoke about the rules committee. Adam spoke about not knowing how the committees work and will be looking into it.
- 17. Open Forum (Membership)**
- Doreen S (8 Dogwood) stated the park needed an inspection this month. Doreen and Kay W (55 Chestnut Circle) would like to continue doing this. Discussed doing it Oct 24th, Adam stated the board would like to be involved. It was changed to Oct 28th.
 - Adam stated that he is available if an emergency arises, Sue said Shirley and Sandi are the only two who will be in the park full time.
 - Doreen asked if the camera was still in the mail house. Mike M said no that was his.
 - Doreen asked about fall clean-up. Post something stated when it was going to be. Adam replied that we will post it. Adam asked Mike M how long, Mike M stated 52 weeks. We will be doing it for about a month.
 - Jenn G (99 Redwood) stated that her family would help with leaf pick-up.
 - Kay W asked how we would like to handle complaints? Adam stated we (the board) are going to talk about that. Adam told members we are trying to figure out the storage issues. Getting it done before snow. Putting up cameras. Bring complaints to the board.
 - Mike M stated that Don S has picked up garbage from all over the park. Don was thanked. Don stated people throw garbage all over the place at and around the mail house. Liz P (228 Redwood) stated that she has helped with the garbage from the mail house.
- 18. Executive Session and Adjournment**
- A motion was made to go into Executive Session at 7:23 pm by Adam, and seconded by Anita. Board came out of Executive at 8:30pm • Sue motioned to adjourn the Board of Directors meeting at 8:30pm. Melissa seconded. Meeting adjourned