

## BOARD OF DIRECTORS MEETING

October 8, 2015 6:30pm

Attested to  
Nov 19, FHC Secretary  
EJP**1. Call to order, flag salute, and attendance**

The meeting was called to order at 6:29 pm

Board members present: Donna Rollins, Jeff Miller, Angella Sears, Liz Peacan, Shirley Baker-Stewart, Mike McCarthy, Peter Bartlett, Mike Thibedau, and Sue Perkins, representing 9 of 9 filled Board positions.

Members Present: 4 member households signed the log, and 5 members were present

**2. Secretary's Report (Liz Peacan)**

- i Apology: Liz regrets having re-named the new Vice President as Jeff Wallace on the agenda for this meeting
- i Acceptance of Sept 10 BOD meeting minutes. Liz Peacan made a motion to accept the September 10 Board Meeting minutes with one small change. Motion seconded by Shirley Stewart. Motion passed unanimously with 9 yes votes.
- i Correspondence: 5 letters were mailed since the last BOD meeting: 3 for permits & forms, 1 violation, and 1 reply. One letter was hand-delivered to Hodges
- i Policies & Procedures: Getting a document binder together with all current policies, two of which require discussion & updating. Also preparing a procedures handbook for approval before implementing
- i Street Captains: Will be delivering Fall newsletter within next 2 weeks; advise of new information to include. If Mike M likes the new TracFone, the new maintenance phone number will be posted, and the Verizon account will be canceled. Mike indicated that he does want to use the TracFone.

**3. Treasurer's Report (Sue Perkins)**

- i Acceptance of the August 2015 Financial Statements: Finance Committee met and every penny was accounted for. Sue made a motion to accept the financials as presented, Peter Bartlett seconded. Motion passed unanimously.

**4. Maintenance (Mike McCarthy)**

- i Project Updates: Full report on Mike's activity over the past week, including: need for plumber on call; contacting Magoon Tree; estimate gathering for fire road gates; cutting edges on plows – going with Jordan Equipment for best pricing; paving to be done at 2 houses on hill. Member mentioned that a patch now and full paving in spring “won't cut it” as she is bottoming out. Explained that culvert repair in spring dictates that we only patch now, more cost effective; purchasing convex mirror; purchasing leaf blower and commercial-grade weed whacker; large load of loam coming in, and then crew can spread where needed; need a notice for plow volunteer sign-ups and meetings later in October; salt shed is done; thank you to Mike T for sweeping where needed. Donna added that she will be going to Home Depot to get the credit card out of the former vice-president's name – Mike M will have one, and the other will remain in the office with a sign-out log.

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

- i Transition Update: Jeff expressed that he loves the communication among the BOD, and now recognizes how much goes on behind the scenes. Is still reading through information passed along by Kay Wallace. Donna expressed how thankful she is for a full Board, and also how nice it is to fall back on former members of the Board who are willing to be helpful

**6. President's Report (Donna Rollins)**

- i Park Rule Re-wording: Donna has been working on the wording of Rule #10 of Section 10 (Liability) since it was tabled at the Annual Meeting. Jeff inquired if there is an available rider from the insurance companies, and if we can get a quote on the cost per member household. Others suggested going back to the lawyer and contacting other cooperatives in the state to see how they word their rule. Perhaps clarifying the originally-worded proposed rule to include "limited to the homeowner's property" when speaking of holding FHC harmless. Donna asked the Park Rules Committee to come up with a modified rule at the next BOD meeting
- i Park Rules Committee: Donna invited the committee to give its report. Committee chair Doreen Scovil reported that an inspection was done on Oct 5, and they found 10 repeat violations, and more than 15 new ones. One serious violation was an erected trampoline; most others involve parking and unregistered vehicles. A list of violations and a report was submitted to Donna. Donna stated that we need to "triage the messes," while Angella suggested that many could be mediated face-to-face. It was suggested that at least 2 people go for any in-person conversations, so that there can be witnesses as to what was said. Jeff indicated he has no problem doing in-person visits, and Liz accepted this as enrollment in the Grievance Committee. The Rules Committee would like to follow-up in 30 days and submit a list of those who have not rectified.
- i Actions Taken Outside of a Meeting:
  - a. Authorized the purchase of loam for several properties
  - b. There was a transition meeting of the BOD to return keys, turn over books and notes, and to update incoming BOD members. Key indicated she still has things
- i Reminder: Kay Wallace reminded Donna about the October 25 deadline for DES compliance in posting and reports

**7. Open Forum (Membership)**

- i Member Peg Sweeney (96 Pine Ridge) asked about where to put some berry bushes she pulled out. A: Fall cleanup is Nov 1 – 7, so stack it somewhere until then. Some further discussion about water at the back of her property, and perhaps having the bank of land there re-structured to divert the stream. A: we will have hydro-geologist look again, but it was deemed a natural water or wetland situation
- i Member Doreen Scovil (8 Chestnut) asked about purchasing sand and salt for the winter, and if we have prices yet. A: Mike M indicated he is contacting 2 suppliers and ordering this week, since the barn is done. We will most-likely mix it ourselves again
- i Doreen also asked whether there were any questions on the Rules Committee proposal that had been submitted last BOD meeting. A: It requires some more discussion at the Executive Session.

**8. Executive Session:** Donna Rollins moved to go into Executive Session @ 7:30pm. Seconded by Angella Sears. Motion passed and Executive Session convened**9. Adjournment**

- i Donna Rollins motioned to come out of Executive Session at 8:26pm, seconded by Peter Bartlett. Regular Session reconvened.
- i Donna motioned to accept two residents into a Member household contingent upon the BOD's new policy of requiring repeated criminal history reports every 12 mos. Liz Peacan seconded. Motion passed with 8 yes votes and 1 nay.
- i Sue Perkins moved to adjourn, Shirley seconded. Motion passed and meeting adjourned at 8:29pm