

## BOARD OF DIRECTORS MEETING MINUTES

Attested to Oct 8, 2015  
by Liz Peacan, Secretary

Sept 10, 2015 6:30pm

1. **Call to order. Salute to flag, Attendance, and Code of Conduct review**

The meeting was called to order at 6:30pm.  
Board members present: Kay Wallace, Donna Rollins, Liz Peacan, Shirley Baker-Stewart, Ron Scovil, & Peter Bartlett. Angella Sears would be arriving late.  
Members & Guests present: 5 Member households signed the sign-in sheet
2. **Secretary's Report (Liz Peacan)**
  - i Acceptance of Aug 13 Meeting Minutes: Peter seconded Liz's motion to have the meeting minutes accepted as presented; the motion passed unanimously
  - i Correspondence: Mailed 6 letters: 3 relating to violations; 1 relating to new member documents; 1 piece of Hodges business; 1 relating to an update on an Occupancy Agreement
  - i Annual Packets: They have been mailed, and should be received by now or shortly. The secretary wasn't involved in the packet, but requested that any errors be reported, so that the Resident List could be updated.
  - i Bulletin Board: Yard sale notices have been posted for Sept 19, and a request to sign up for providing treats at the Annual Meeting is posted at the mailhouse
3. **Treasurer's Report (by Kay Wallace in Angella Sears' absence)**
  - i Acceptance of July 2015 Financial Statements: Kay moved to accept the July financials. Liz seconded, motion passed unanimously.
4. **Maintenance Report (John French)**
  - i Project updates: Driveways being done, damaged culvert being replaced. Minor water leaks were found this week, mostly plastic elbows which are being replaced by brass, by On Demand Plumbing. Sam Cooper paving was called. 93 Pine yard/landscaping will be completed when the weather is cooler. 5 Chestnut (Butler home) completed. Cadet mower deck needs replacement.
  - i Questions:

Kay asked if the shed plan for 98 Pine has been reviewed yet. John will stop by next week.

Jeff Miller (88 Redwood) asked if the trucks are prepared for winter. Sanders are going on next week. The response that new blade edges are needed was met with Donna's request that this be handled before Sleeper is too busy, when the season is upon us. Mike McCarthy (24 Chestnut) said both trucks need the blades, and suggested Kruger's might be cheaper. Donna asked the maintenance crew to check it out, and get it done. Ron Scovil recommended that carbide tips are longer-lasting and worth the extra expense.
5. **Vice-President's Report (Kay Wallace)**
  - i Increase of membership application fee: Kay explained the need to increase from \$125 to \$150. John French motioned to accept, Peter Bartlett seconded. Passed unanimously, and Donna Rollins indicated it would be implemented as of October 1
  - i Board duties: Kay discussed the nature of a volunteer BOD, and how many Board seats will be open at the Annual Meeting, and those remaining are worn out. Indicated that she and Donna are looking into the cost of a management company, which would

**(Vice President's Report – continued)**

surely result in increased lot rents, causing a blow to the 51% low income members of this community. She stated the need to be exceptionally emphatic at the elections this year, about filling BOD seats. Some suggestions she has devised to alleviate the workload on the Board includes: (Treasurer) getting rid of the rent box ; (Maintenance) new Director-at-Large position will assist the Operations Director, handling phone calls, contractor contact, etc. The other Director-at-Large could be assigned to truck maintenance/registrations, etc. The FHC Office Box should receive all maintenance requests, other than those which are emergencies. Change Spring & Fall Cleanup to NO MORE than 2 dates, after which each member should handle it themselves. (Other) Having office hours, perhaps on Saturday mornings, to prevent continuous phoning of President & Vice President.

Question: Jeff Miller asked about Hodges, how much we pay, and what they do. Kay and Donna indicated the \$1,700 fee they charge is worth it for what they do. Jeff asked if we have any pricing from competitors. A: At the time of hiring Hodges, FHC interviewed other companies, but others wouldn't do some things Hodges would.

Question: Liz tried to clarify that when Kay said they were getting prices for management companies, it meant for maintenance duties and grounds, not for finances. Donna responded that ROC-NH was getting a list together regarding management companies, and an initial price of \$20 per home was discussed. So much depends on the elections, but if a price that wouldn't stress the community was found, the proposal would be brought to membership.

The idea of recycling was discussed, with the goal of saving the community \$7,500 per year on trash removal. This would put trash removal onto the residents, and the park would recycle to help reduce amounts of trash to be hauled to the dump. Ron Scovil objected to the idea, saying it would be too much work and messy.

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

- i Gating off the fire road: Jeff Miller checked with the fire department, and found that as long as the pond was accessible before the gate, and that keys were available in a key safe, they were fine with gating it off. Donna moved to gate off the fire road and provide a key safe with gate keys as well as shed keys. Kay seconded; motion passed. Donna requested that John begin looking into the gate installation.
- i Actions taken outside of regular Board meetings:
  - Accepted \$9,200 salt barn estimate from Larry Cleasby. Starting next week. FHC received approval to take this amount from Capital Reserve
  - Gilford Well found 3 pistons needed at \$200 ea. All complete, and we have been notified that we are in compliance
- i Other new business: Ron made a motion to allow residents to have their own yard sale at any time, at their own expense of advertising it. John seconded, and the motion passed.

**7. Open Forum (Membership)**

- i Lynn Preve (121 Pine) asked if the culverts would be cleaned before the snow flies, and Donna responded no. She would like the culverts to be a project for the new BOD, and hopes to get financing to get them done all at once, as a spring/summer 2016 project.

**(Open Forum – continued)**

- i Lynn Preve asked if her tree could be trimmed. It's hanging over her roof, and last year came through. John said he would look at it to see if it's a job for Accurate Tree.
- i Jeff Miller asked about the vacant lot and the procedure for moving a new home onto it. Donna responded that the seller and buyer is now responsible for buying/installing a pad because pylons are no longer code. We should measure the footprint and provide measurements on the website. The park does all the hook-ups.

**8. Executive Session**

- i Kay motioned to go into Executive Session at 7:33pm. Shirley seconded. Executive Session convened
- i No minutes

**9. Reconvene**

- i Donna moved to come out of Executive Session at 7:50, seconded by Kay
- i Kay moved to waive late fees assessed on a member whose mail was disrupted due to the mail house fiasco. John seconded. Motion passed unanimously
- i Ron Scovil moved to permit a 6-foot extended driveway at 214 Redwood, John seconded with the amendment that the approval is conditional upon any damages to the lot, driveway, or park property (such as lamp post or lawns) being the home owner's expense and requirement to repair

**10. Adjournment**

- i Kay motioned to adjourn the meeting, Peter seconded. Meeting adjourned at 7:52pm