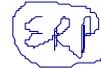


ANNUAL MEMBERSHIP MEETING

September 21, 2016 6:30pm

Accepted 9/16/17 by Membership

Attested to by Secretary

**1. Call to order, flag salute, and attendance**

The meeting was called to order at 6:30 pm

Board members present: Donna Rollins, Jeff Miller, Liz Peacan, Angella Sears, Mike McCarthy, Peter Bartlett, Shirley Baker-Stewart, and Mike Thibedau, representing 8 of 9 filled Board positions.

Members Present: 24 member households signed the log, and 1 guest logged in

2. President's Message

- President Donna Rollins expressed her thanks for having a full Board over the year, and acknowledged their hard work and many accomplishments
- Donna reviewed the new policy for addressing rule violations: whenever possible, face-to-face discussions were instituted. This proved to be very successful in most cases, but there still remain problems with the system. We need to ask Membership for cooperation, and solutions. This is a community problem. Some of the prime issues we are trying to handle are occupancies, cats, and parking. Additionally, this year we had a number of shootings in the park...at a building, at an animal, and threats toward people. We are taking the stance of automatic eviction for any discharge of a firearm in the community! We simply are not going to take a chance on a person getting shot.
- This year we dealt with (and are dealing with) a severe drought. We received a number of warnings from the State DES that we could be metered with our water, at our own expense. Currently, the State is asking that we don't flush every single time we use the toilet – we haven't made that a restricting rule in this park though. But please do continue to conserve – no car washing ever.
- We have looked into speed bumps in the park, and are looking at the spring of 2017 to install the removable type, so that they won't interfere with snow plowing in the winter
- Future projects are slated to be discussed, such as road repairs

3. Auditor's Report -**Financial Statements from Oct 1 - Sept 30, 2015 and at July 31, 2016**

- Q: Kay Wallace (55 Chestnut): Every year the auditors make a recommendation to plan for future repairs (see p.12 in packet). Are we developing a Capital Improvements Plan? A: Donna said that Preston & Karen Lawrance (on the CIP Committee) have tried to summarize needed repairs and work in the park, including infrastructure. Marcia Sprague (ROC-NH) said that she would work with them on that committee.
- Kay Wallace moved to accept the financials, seconded by Liz Peacan . Motion passed unanimously.
- Later, after the budget was passed, P Lawrance had a question on p.8 of the Audit Report: Why is there a decrease in revenues & bottom line for the year? A: we had an empty lot (99 Pine) for much of the year, we had unpaid rents & evictions.

4. Acceptance of 2015 Annual Membership Meeting Minutes

- Preston Lawrance moved to accept the minutes. Seconded by Mike McCarthy. Motion passed unanimously.

5. Budget Presentation (Fiscal year Oct 1, 2016 – Sept 30, 2017)

- Angella reviewed the new budget, explaining that figures were moved around to reflect the line items we use. Culvert maintenance was taken out, because this year we won't have maintenance (except volunteer efforts).



Budget (Continued)

- Bob Whitehead (222 Redwood) motioned to accept the budget. R Audet (117 Redwood) seconded. Motion passed.

6. Lamp post discussion

- Donna outlined the Cooperative's dilemma: every year we have more expenses with the lamp posts (repair), and as it was never established at the time the private park became a cooperative – we need to determine who is responsible for the lamp posts: the homeowner or the Cooperative?
- Preston Lawrance: at the time we buy the home, the post should be in working order; then moving forward, maintained by the homeowner
- Donna stated that the cost for running the lights is very minimal – many people might not be aware of this, and don't plug in their lamps or don't put a bulb in.
- R Audet (117 Redwood): It should be the homeowner who fixes their own lamp, but if it's damaged for some other reason, it should be the park's responsibility.
- Lorraine Butler (5 Chestnut): if the plow does damage, the park should pay. But if others do damage (the homeowner or a guest), then the homeowner should pay. Kay stated that homeowners are always responsible for their guests anyway.
- Lynne Preve (121 Pine): been here for 13 years, and my lamp has never worked. (Other residents stated this fact as well)
- David Medeiros (69 Chestnut): I've been checking, and a majority of the problems are ground faults. Sometimes plugged into same outlet as heat tape. Q: R Audet: if there's an electrical problem, do we have someone who can do the work at a reduced rate? A: David Medeiros has been doing our electrical
- Donna clarified the motion: The Cooperative will make sure the lamp post is upright and in working order, THEN it is the homeowner's responsibility
- Annette Kowalczyk (Pine): motioned that the Park should insure all lamp posts are in working order, after that homeowners are responsible. Seconded by Preston Lawrance. Three (3) opposed. Motion passed.
- Karen Lawrance, Ron Scovil, and Angella Sears expressed that we need to take more specific action: a survey of what's needed, work on them, and get homeowner/park to sign off. Ron Scovil suggested a time limit of 1 year, Kay Wallace said this was optimistic, as some need poles and underground work, which David M can't do.
- Ron Scovil (8 Dogwood): motion to set a 1 yr limit initially to get the lamp post project started off. Preston seconded. Motion passed.

7. Park Rules Revisions

- Jeff Miller initiated the Park Rules Revisions discussion by stating the reason for the changes was for clarification, organization, and redundancy. Each revision is shown to have a time limit for discussion; if we can't reach a vote in that time limit, it will be tabled and a Special Meeting will be held to review the rest.
- Firearms: there were two (2) options presented:
Option A No firearms may be discharged on community property, and no loaded firearms may be carried on FHC property, except pistols with a valid concealed permit. Any violation related to firearms is grounds for eviction
Option B FHC will follow NH State law RSA159, in which it is unlawful to discharge a firearm in a community within 300 ft of any building or residence. Anyone convicted of improperly discharging a firearm on FHC grounds will be evicted

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ERP

Park Rules Revision (Continued)

Firearms:

After a discussion, Linda Stansfield (291 Redwood) motioned to accept Option A. Kay Wallace (55 Chestnut) seconded. Motion passed with 16 in favor, 2 opposed.

- Occupancy: Members will report all occupancy changes on a census form that will be provided annually with the Annual Membership Meeting Packet. Any required documents will be updated, and vehicle registrations will be listed. Ron Scovil (8 Dogwood) motioned to accept, Martha Bartlett (4 Elm) seconded. Motion passed.

Two (2) changes in verbiage were accepted pertaining to Occupancy, Rule # 4, removing “pets” from the rule and removing “no yard signs permitted” as well

- Buildings and Structures, Rule #2, a clarification in wording was accepted, so that the rule is NOT requiring decks, porches, and skirts to be painted

Rule #4 Modifications to permitted utility buildings: Discussed Board approval being required, that buildings must be maintained to park standards of attractive appearance, and that metal utility buildings would be permitted, if they are properly maintained so as not to rust. Doreen Scovil (8 Dogwood) asked if there would be standards for how to erect a metal shed, such as foundations, slabs, etc? After several minutes Kay Wallace (55 Chestnut) moved to table the balance of the rules revision until a Special Membership Meeting later in the year. Lorraine Butler (5 Chestnut) seconded. Motion passed.

8. Guest Forum

- Marcia Sprague (ROC-NH) spoke about a DES pamphlet called “What’s Flushable.” Asked Members to submit their email addresses for a raffle for \$120 gift card from ROC-NH. Talked about Welcome Home loans and how the Cooperative can become a Fannie Mae park, so that those buying a home or refinancing a mortgage can obtain Fannie Mae mortgages. Distributed a Home Improvement Resource Guide, with USDA services and grants available for certain homeowners

9. Board of Directors Election

- After going over the Slate of Nominees and asking for nominations from the floor for open positions, Kay Wallace (55 Chestnut) moved to accept the slate. Lorraine Butler (5 Chestnut) seconded. The vote passed with no opposers. The new BOD to take effect Oct 1, 2017 is: Donna Rollins, Pres. Jeff Miller, VP. Liz Peacan, Sec. Mike McCarthy, Maint. Sue Perkins, Treas. Shirley Baker-Stewart, Asst Sec. Peter Bartlett, Dir-at-Large. Mike Thibedau, Dir-at-Large. (8 filled seats out of 9 positions)

10. Free Rent Drawing

- The Bakkerwind/Stansfield household (291 Redwood) won the free rent drawing for October’s rent.

11. Adjournment

- Liz Peacan motioned to adjourn the Annual Membership Meeting. Motion was seconded by Jeff Miller, and the meeting was adjourned at 8:20pm