

**Eastfield Crossing Association
Annual Meeting Minutes
Tuesday, February 14, 2017, 7:00pm**

Meeting Topic: Annual Community Meeting

Location: Swanzey Community House

Attendees: Tim and Jessica Joyal, Jeff and Lauri Gilbert, Larry Bradish, Ken and Deb McGee, Harry and Kathy Hart, Jeff Swenson, Ed and Susan Kaufmann, Peter Dragon, Pat and Frank Klitch, John Symonds, Anne Marie Osheyack, Aaron Doleszny, Wayne and Carolyn Noah, Kevin and Mary Westcott, David Wolpers, John St. Jean, Susan Menees.

Meeting Called to Order: At 7:04 pm the ECA meeting was called to order and presided over by Tim Joyal, President. Minutes kept by Susan K, Secretary.

Meeting started with all homeowners introducing themselves.

Tim Joyal of 130 Bellview Drive had asked the community what they had thought was expected of a Homeowners Association. Tim had noted that a HOA is made up of the members who had made a choice to reside in the community. An HOA has by-laws that are rules that all of it's members have agreed to abide by. Those by-laws are how the association is meant to be govern by a Board of it's members. The Board is part of a community and its members neighbors.

Reviewed that letters will be sent by the Board when a home comes on the market to the listing agent and seller on their responsibility of informing all prospective buyers that this is a HOA, and either providing them a copy of the By-Laws for their review or providing the ECA website address.

January Board Meeting Minutes:

Minutes can be found on the ECA website. Tim asked if there were any corrections or changes to the minutes. Hearing no changes, a motion was made to let the record reflect that the minutes stand as written. Motion was seconded minutes stand approved.

Member Voting Rights:

What constitutes voting rights per the ECA By-Laws as noted in January Board minutes was reviewed by Tim. No questions from attendees were asked.

New Business and General Discussion:

Water system testing reported by Ed Kaufmann. The 2016 lead and copper test was completed. All 10 (ten) houses passed and ECA is in compliance. The next round of samples for lead and copper will be in 2019. FYI, monthly sampling for bacteria testing is performed at 55 Barden Circle along with the 4th quarter tests for nitrates from the pump house per NHDES rules. ECA continues to have no issues.

Pump house updates. Thank you to Carolyn, Debra, Ken, John and Ken who participates in the recordings at the pump house. These readings help ECA to maintain our water usage and availability.

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There are about 15 readings per month. The last 3 months of 2016 we used approximately 8,000 gallons per day. In comparison to the last 2 months of 2015, we used approximately 7,500 gallons.

Based on water usage for August 2016, the estimated 2017 water usage for the upcoming summer is approximately 10,500 gallons per day. There is 34,800 total gallons avail for 45 homes serving approximately 113 people.

Per the Boards request, Dan Waterman who maintains all the equipment in the pump house has put together an inventory, estimated current value, estimated life and installation date of the equipment in the pump house. Dan has made some recommendations on maintenance or replacing of some of the equipment that has reached its life expectancy. Ed raised question to attendees on whether the community wants to be proactive and follow-up on the recommendations. More discussion on this at the March Board meeting.

Ed mentioned that the pump house needs painted, and there is a question of a spot along edge of roof that has some deterioration. As was discussed in January Board meeting, reviewed possible modifications to the existing drain or adding possible heating coil to protect the drain pipe from freezing during the winter. Further discussion at March Board meeting.

Septic system update by Susan Kaufmann. The Board recently received a complaint of an odor coming from septic tank #1. Brian from Stone septic inspected the tank and pump and all seem to be in working order. As mentioned in the January Board minutes, Brian Stone and Dale Freihofer will be coming to the March Board meeting to explain and educate the community on how they can evaluate the health of all 5 (five) of our septic systems.

Treasurer Updates:

Sue Menees handed out a copy of the ECA financial statement to everyone and reviewed the numbers. Noted that some people are behind on paying their HOA dues. Questions were asked on putting some of the reserve money into better paying accounts, comparing options from other banks for better savings, checking rates or CD's. Sue will look into these and discuss at the next board meeting per findings. Tim made the motion to accept the budget and was seconded by a show of cards by attendees. Budget accepted.

Review of where we are with putting in a solar light as discussed in previous Board minutes. At this time, we are continuing to look at options. It is not in the budget as pricing we have received have been too expensive. A question was raised on if we can shop electric prices. Carolyn has volunteered to look into this using our last 2 (two) electric bills.

Question was brought up on lawyer used in 2016 as noted on financial statement, and do we have any immediate needs for a lawyer. Also, will any future legal issues that require a lawyer be a different lawyer than was previously used? ECA has no immediate needs for a lawyer. Should the need arise, then another lawyer will be contacted.

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ACC review: Article 10 Section H, Page 16 Vote: No trailer, unlicensed vehicles, commercial vehicles or manufactured homes or the like shall be allowed on any lot at any time, except for storage of recreational vehicles.

This was a homeowner complaint brought to the Board and has been discussed in multiple Board meetings and noted in the minutes. The complaint was concerning a horse trailer, open trailers and commercial vehicles. Manufactured homes are not recreational camping trailers. A survey was sent out to all homeowners on what do homeowners want done with this section on commercial vehicles.

The survey results came down to 2 (two) responses as noted in previous minutes. These results were discussed in length by the attendees on commercial vehicles. One homeowner reported they want to follow as written. Discussion on defining the word commercial versus using gross vehicle weight.

The motion was made and seconded to allow 4 (four) current homeowners to continue to maintain their current commercial vehicle on their property for work because they were not notified that commercial vehicles are not allowed per the By-Laws. As of February 14, 2017 and moving forward, the By-Laws will be fully enforced on Section H as written. A motion was made and seconded to not define the word commercial vehicles.

Discussion on brush and debris continuing to be dumped and the cleaning up of limbs and trees on common land using commercial maintenance. Attendees agreed that each project will have neighborhood approval on specific items. Jobs to be put to bid.

It is the homeowners obligation to apply to the ACC for exterior changes to their lot. Does anyone want to run for the ACC? Doug Smith nominated self with Jeff Gilbert volunteering to be his assistant. A motion was made to accept the nominations and seconded.

ECA insurance update from Susan K. To look at other insurance companies for coverage, State Farm was asked to make a quote on a policy for ECA. After reviewing the policy, they declined. A second meeting with Clark Mortenson to review some possible needed updates was held on February 10th. They are looking at these updates and will let us know. A update will be given at the March Board meeting.

Website okay no complaints voiced. Site will continue to be updated. Board minutes are posted on this site.

Possible use of Facebook as a communication tool. Attendees agreeded to not use Facebook and keep communication the same as is currently in place.

We are asking all homeowners to acknowledge by signing that they have a copy of the By-Laws. We have had a signing sheet at the last 2 (two) meetings. Susan K will be coming around to the homes of those that have not been able to attend. If you need a book, please let the Board know. They are also listed on the eastfieldcrossing.org website.

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Chip sealing of ECA roads. Tim sent a letter to Lee Dunham, the Director of Swanzev Public Works in January to express concern over the affects of how this type of road treatment affects the quality of life in ECA. A reply from Mr. Dunham was received on January 19th as follows:

We use chip seal on development roads like yours as a way to pressure the road longer. The cost to chip sealing is roughly half the cost of adding a 1 inch overlay of asphalt, which could probably only be done once before we would have to mill and pave. I will not be chip sealing your roads for at least 7 more years so there is time to discuss this.

Discussion amongst everyone that we want something done as a community. Possible petition signed by all homeowners or individuals can send Mr. Dunham an email. His email address is: ldunham@town.swanzy.nh.us

Fire hydrant on Barden Circle was evaluated this fall along with the fire pond. It was discovered that the fire department does not have a connection adapter piece to fit the hydrant on Barden. The hydrant cannot be accessed. The Swanzev fire department has been emailed on the status of this adapter. At this time, it could be a budget issue for the department. Tim will continue to follow up on this adapter.

Social Committee: Promote neighborhood yard sale – interest expressed for 2017. Date to be choosen. Update will be upcoming. No community picnic. Agreed to use money for projects that need done around the community.

The use of Executive Sessions held by a Board of Directors was reviewed by Tim and are listed in the Chapter 311 House Bill 353. Executive Sessions can be used by a Board of Directors to:

- Consult with the association's attorney
- Discuss existing or potential litigation or mediation, arbitration, or administrative proceedings
- Discuss labor or personnel matters
- Discuss contracts, leases, and other commercial transactions

Election of Board Seats: Nomination for Board seats – Tim nominated Susan M to remain as Treasurer and Susan K to remain as Secretary. Motion made and seconded by attendees. Tim was nominated for President – motion was seconded by attendees. Motion made and seconded to keep same board.

Mention was made from homeowner about the possibility to have more than 3 board members. By-Laws on page 13, Article VII – Board of Directors says that the Board shall consist of 3 (three) Directors. Suggestion made on asking people to help committees. ACC is now in place.

Motion made to adjourn the meeting at 9:25pm Meeting adjourned.

Next Board meeting is March 20, 2017 at 7:00pm at the Swanzev Community Center.