

Eastfield Crossing Association
Board Meeting Minutes
Monday, August 21, 2017, 7:00 pm
Swanzey Community House

Attendees: Tim Joyal, David and Angela White, Lauri and Jeff Gilbert, Larry Bradish, Pat Klitch, Kevin Westcott, Kathy and Harry Hart, Jeff Swenson, Jake Lane, Jack Woonton, Bernard Ellis, John Symonds, Don Skiba, David Wolpers, Jon and Jessica Peters, Ed and Sue Kaufmann.

Meeting Called to Order: At 7:01 pm the ECA Board meeting was called to order and presided over by Tim Joyal. Mention that Susan Menees, Treasurer is not here tonight.

Meeting Substance: Updates on ECA Business.

Everyone was asked to introduce themselves, and to say one thing about why you like living in the ECA Community. There were various responses from homeowners with quiet, peaceful and safe being the most noted responses.

The ECA welcomed new homeowners – David and Angela White to their first Board meeting.

Tim gave an introduction speech to emphasize that the Community is currently going through it's most stressful time ever as it faces the repairs on the aging septic system. There has been some challenges to resolve before moving forward on taking down trees located over the leach fields on Barden Circle and behind 88 Bellview. A survey was completed by David Mann on 8/17/17 of the ECA common property boundaries for these leach fields.

On August 17th, the homeowners whose properties border the leach fields walked with Tim, Susan K, Ed K and Jeff G to review the result of the survey marked with stakes. The survey results were reviewed with the homeowners whose property abuts the leach fields. The State of New Hampshire recommends a 10 foot clearance beyond the leach fields. The ECA Board has an obligation to all homeowners to morally and ethically to follow the State

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of New Hampshire recommendation of 10 feet. The Board approved clearing of all trees and brush to 10 feet beyond edge of all the leach fields.

July Board Meeting Minutes Review: A question was raised from one homeowner who had attended the July board meeting for clarification of the minutes that noted the variance/setback applied for by an ECA homeowner with the Town of Swanzey Zoning Board regarding his personal property.

Tim reviewed the reason for the Zoning meeting. A homeowner was requesting a variance/setback on his back yard pool from the Town of Swanzey. The pool is not impacting any ECA common property, and the homeowner is not in violation of any ECA By-laws. The ECA was in attendance at the meeting to state the communication that transpired between the homeowner and the ECA Board and ACC according to the By-laws.

The Town of Swanzey approved the homeowners request for the variance of township guidelines regarding his pool. The Town of Swanzey records minutes of all zoning board meetings in detail. These minutes are available to the public on the Town of Swanzey website for anyone that has further questions on the homeowners request to the Town of Swanzey Zoning Board regarding his personal property. This variance/setback does not affect any ECA common property or By-laws. The Town of Swanzey website is www.town.swanzey.nh.us.

Motion was made to approve the July Board minutes. Seconded and approved.

Septic System and Pump House Updates: Ed K reviewed updates and pending issues:

The water emergency plan is completed and a copy is listed in the pump house and with the NHDES. Tim also has a copy.

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The recent average water usage is less than 15,000 gallons per day.

The water system test for leakage in the system was done by Ed on 7/23 by documenting the readings in the pump house. The result showed 32 gallons used between midnight and 3:00 am. No excess leakage noted. This is a recommended test by the NHDES.

Second septic tank pumping was completed August 11th for Barden Circle. All other remaining primary tanks to have second pumping in late October or early November. Barden will be pumped again for the third pumping as previously approved.

Work for electrical boxes for septic tanks #2, 3, 4 & 5 (clusters A, C, D & E) have been completed as outlined in the L&L estimate #1018.

Cluster A (septic tank #2) second opinion was completed by Kent Septic Service. Report concurs with previous inspection done by Dale Freihofer that this system is in poor to failing condition. Dale has attended 2 separate previous Board meetings to review in detail the condition of each of the leach fields and answer homeowners questions. All homeowners have previously received via email a copy of the complete septic system inspection reports done by Dale Freihofer.

Fix what is broken & open/pending issues update:

Firm up date for final tree/brush removal on common ground property with C&C Maintenance. Ed will contact.

Estimate received from Dale Freihofer to reinspect distribution boxes for Cluster B & D to see if they are working properly to distribute the

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effluent to the leach fields since they were replaced in July. Cost is \$200. Homeowners agreed to pay this money for the work with a show of hands. Ed to schedule date with Dale.

Estimate reviewed for Barden Circle electrical box to rewire, add audible alarm, install service outlet and correct circuitry on panel to allow for proper box closure and reinforce the back board before completing the work. Estimate approved by Board and homeowners of \$517 to have this job completed.

Dale Freihofer is working to solicit minimum of 3 quotes for excavation to repair/replace leach fields for Cluster A – work in progress. Updates to come at September Board meeting.

ECA purchase of patio blocks to place in ground where distribution boxes and splitter boxes are located for septic systems instead of leaving wooden stakes placed by Dale during inspections. - Decision deferred to September Board meeting.

Cluster C risers need sealed at tanks. Level pipes in splitter box, add down spout in splitter box and/or replace splitter box with a heavier grade box for long term use. Decision deferred.

Cluster D. One of the baffle vents needs cleaned in the tank which involves digging. Metal gate valves corroded and no longer functional. Distribution box drain pipe not draining all the way, and is at risk of freezing. Splitter box pipes need leveled and does not have down spout (can load ½ leach field heavier than the other). One pipe sits too high. Pipes need repaired. Decision deferred.

Review and evaluate around all septic systems for tree/brush removal,

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and make recommendations for upkeep (next year's budget). Deferred to September Board meeting.

Continue treating poison ivy by Cluster B (septic #1) into Fall for the October/November scheduled septic pumping. Susan Menees has volunteered to continue to treat.

The purchase of sealer, preservative solution to apply to all wooden back boards that hold the electrical boxes for each of the septic systems as preventative maintenance. Volunteers needed to apply the product. Decision deferred to September meeting.

Weekly meter readings need recorded on Cluster B (septic #1) that shows how system is operating. Susan Menees and Kevin Westcott volunteered. Requires formatted spread sheet.

Septic systems Cluster B (septic #1), Cluster C (septic #3), and Barden Circle all need brush and some tree limb removal from around top of tanks prior to next septic pumping. Jeff Swenson volunteered for Cluster C, and Jon and Jessica Peters volunteered for Barden. All volunteers are welcome. Barden Circle has extensive areas that need opened for the septic truck to access. Easier access allows for less time to pump tanks.

Date needs to be selected for volunteer Fall neighborhood clean-up of common areas (roadways, pump house access, pump house drainage ditch, roadway intersections, wells head access, trimming around no dumping signs, and the entrance to the Community) to name a few areas that need attention. Deferred to September Board meeting.

Purchase and install 10 electrical box locks for safety and security. Deferred to September Board meeting

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Treasurers Report: Tim read the Treasurer's report as provided by Sue M in her absence dated 8/21/17.

The second quarter dues were due August 1st. Dues not received as of that date received a letter from the Treasurer requesting payment. Several have made the payments, but some are still outstanding. Total amount outstanding is \$3401.44. Of this amount that is due, there remains one homeowner who after numerous attempts to reach out to them has not made any payments nor contacted the Board. The ECA has filed a small claim with the Keene District Court to help obtain the outstanding dues.

It is imperative that dues are paid on time. The ECA cannot function without the dues. They are used to provide the essential services that everyone relies on, in particular, clean water and functioning sewer. The ECA will pursue all measures to obtain dues that are owed. This is in the best interest of the Community and all homeowners.

The ECA as of 8/21/17 has \$52,242.75 in its accounts. This amount includes both checking and saving.

Septic Systems Finance Team Update: The team of Jake Lane, Jeff Swenson and Kathy Hart reviewed their initial findings.

Kathy discussed grants and loans from different areas including the USDA that would have to be applied for that could possibly be a resource for the ECA. Kathy has spoken with Mark Koprowski at the USDA. Reviewed how the process works and qualifications. The ECA meets some of the qualifications. Another area discussed was the clean water State of New Hampshire revolving fund. Worth continuing to

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look into.

Jeff spoke on the challenges of taking out straight bank loans. Collateral is required – options review on what the ECA would use for collateral – dues/assessments? Some institutions require 20% down. More discussion needed at September meeting.

Jake reviewed hypothetical numbers to repair/replace from one field to financing for all 5 systems. Best case scenario is to continue to look into and apply for federal/state assistance, and look at the financing for all 5 systems.

One Time special Assessment		By Home			
\$78,000.00		\$1,733.33			
		\$144.44			
		\$866.67			
Loan Proposals					
ONE FIELD		10yr	by year	by home/yr	by home/quarter
\$100,000.00	4.5-5.5% Loan w/ 20% down	\$124,320.00	\$12,432.00	\$276.27	\$69.07
5 FIELDS					by home/month
\$500,000.00	4.5-5.5% Loan w/ 20% down	20yr	by year	by home/yr	by home/quarter
		\$759,180.00	\$37,959.00	\$843.53	\$210.88
					by home/month
Best case	w/25% grant	20yr			
\$500,000.00			\$28,469.25	\$632.65	\$158.16
					\$52.72
Qualify of 75% of cost in grant					
25-45% of cost					
reminainder of loan would be at 2.65%					
Engineer needs to prepare initial engineering					
report & environmental report					

Susan K stated that septic system costs must also include the cost for an Engineer that is required. The search for an Engineer to work with the ECA is continuing along with the assistance of Dale Freihofer. Various ways to repair/replace each system will be determined by an Engineer and system installer using the inspection reports from Dale Freihofer and the ECA system maps.

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Further discussion on the septic systems will take place at the September 18th Board meeting.

ECA Insurance: Update from Susan K. The current community policy is due for renewal for the 2017-2018 insurance year by September 20th. The ECA has been with Central Insurance since the beginning of the community. Working with the insurance agent on price shopping for the policy, Liberty Mutual has quoted a price of \$2866 and the current carrier price is \$3233. Coverage amounts would remain the same.

Motion made to adjourn by Tim at 9:00 pm. Motion seconded. Meeting adjourned at 9:00 pm. Minutes kept by Susan Kaufmann, Secretary.

Next Board of Directors meeting is September 18th at 7:00 pm located at the Swanzey Community House.