

**Eastfield Crossing Association**  
**Board Meeting Minutes**  
**Monday, October 16, 2017 – 7:00 pm**  
**Swanzy Community House**

Attendees: Susan Menees, Susan Kaufmann, Tim Joyal, Laurie and Jeff Gilbert, Jake Lane, Kevin and Mary Westcott, Pat and Frank Klitch, Jack Woonton, Mark and Kim Chasse, Rich Russell, Larry Bradish, Kathy Hart, Abe Osheyack, Aaron Doleszny, Deb and Ken McGee, Carolyn Noah, Angela and David White, John St. Jean, Jessica Peters.

**Meeting Called to Order:** At 7:01 pm the ECA Board meeting was called to order and presided over by Tim Joyal.

Tim thanked all the volunteers who signed up for and completed the Community clean up projects that were posted on the bulletin board.

**Review of September Board Meeting Minutes:** No questions. Motion made to approve the minutes and seconded by Susan Kaufmann. Minutes approved.

**Meeting Substance:** Updates and Discussion on ECA Business

**Pump House Updates:** Ed K unable to attend meeting. Sue K gave update. All meter readings since last Board meeting remain normal – 7,000 – 8,000 gallons water usage per day. Usage remains the same compared to 2016 readings. Kerosene heaters removed from pump house. Discussion by Tim on back up source of heat for pump house in the event of power failure. Dan Waterman, service provider had suggested a propane heater as they are self sufficient and require less maintenance than gasoline. Some type of a back up generator had been explored in the past by prior Board as noted in previous meeting minutes. Estimate was cost prohibitive. Question raised on use of a portable generator run by gasoline just to keep pipes from freezing. Question also raised on who would be responsible for keeping gasoline generator maintained during use. More research needed on cost and options for both.

**Septic System Updates:** Sue K reported that the electrical box breaker on Barden which was noted to be malfunctioning has been fixed by L&L Electric. The septic systems are being pumped this week by Brian Stone. Dates are posted on bulletin board for anyone that would like to observe and ask questions. C&C Maintenance continues to work on clearing the trees from Barden septic fields. When completed, will move to other trees scheduled for removal. Susan M will reach out again to contact David Mann who did the ECA common property survey for date on placement of pins and a copy of his survey report. One pin on Barden and 2 on Bellview. If unable to get in contact, a letter will be sent requesting a copy of his report and date of pin placement.

**Treasurer Update:** Susan M gave report on current amounts in the ECA accounts. \$45,500 in savings and checking has \$2,279 currently. Still having large outstanding commitment for tree removal completion – approximately \$7,000. Third quarter dues were mailed out October 1 and are due November 1. They can be mailed to 3 Bellview Drive or dropped outside Sue's house – 70 Bellview in the box located to the left of garage door. There are 3 people that are behind 2 quarters – letters have been sent to each homeowner that they are overdue. Interest is being charged on amounts overdue. The homeowner that was over one year behind on dues, and had a claim filed against them by the ECA in

small claims court has paid their dues in full plus the cost of filing.

The Board has made the decision based on 2017 unplanned expenses of Community property clean up and septic system repairs that quarterly dues will increase \$100 effective with the January 1, 2018 dues. Dues will be \$350 per quarter. This increase is necessary to assist in replenishing what has been spent in addition to attempting to save a portion of cash for a deposit on a potential loan for the upcoming replacement of septic systems. Once progress of septic system replacement is in full swing the money can also be looked at for possible partial payment against any loans taken out. This increase in quarterly dues will be a long term dues increase.

The \$18,000 raised will keep the cash reserve solvent, help pay bills and is needed to secure a septic loan. Question raised on further assessments for next year on septic systems and having a separate account for this money for future use. Possible options for assessment payments could include paying all at once or in installments. More information will be forthcoming when financing is applied for. The cost of the septic projects has not been completed as project proposals are pending from engineers.

Question raised on whether other spending done this year was necessary. Tim responded that due to illegal dumping of yard debris on common ground, it is the Boards obligation and duty to follow the By-laws and clean it up when homeowner will not pick up. Currently there continues to be a homeowner who dumps yard waste on common ground even after notification.

Tim clarified that the increase in dues will maintain and strengthen the ECA operating budget. The Association cannot pay the entire cost for the septic systems. We don't know cost of septic systems yet. Awaiting proposals from the engineers that have been to the Community and read the inspection reports. Susan and Ed K, Susan M and Kevin Westcott have been meeting with each of the engineers to walk the Community. Susan K stated that there is a lot of information needed in making a proposal. They take time to pull all the information together. The walk throughs have taken place on 9/21, 9/26, 10/5 and one engineer who walked himself through the Community, but has not yet scheduled an appointment to meet with the "septic team". When proposals are received, a separate meeting will be scheduled for homeowners to meet with one of the engineers. The other engineer will be added to the agenda for a Board meeting.

Question was asked if a vote for this dues increase needs to go to annual meeting. Tim responded that it is the obligation and responsibility of the Board to make the Community sound and ensure a strong revenue coming in. The vote does not need to go to the annual meeting. Per the By-laws the Board can increase the dues. All homeowner questions were answered that were brought up. Tim stated that there has been month to month open Board meetings taking place as to what has been going on in the community and the costs. The Board had to make the decision to raise the dues in the best interest of the obligations of the Community.

Tim answered questions from homeowners and reported that there are no assessment numbers for the cost of the septic system available as of this Board meeting. The cost of the assessment for the septic system is attached to the lot. If a homeowner wants to sell, the cost would be individual and would have to be paid in full before homeowner could close. There would not be any additional cost to a new homeowner. Sue K reminded everyone that there needs to be money in reserves to cover other costs

that could be incurred including any pump house unplanned repairs. Kevin Wescott mentioned that the engineers have mentioned there are grants and loans from various sources that can be explored and applied for to help offset overall cost.

Question raised on having a common ground dumping area or mulch pile. Concern expressed by another homeowner on who would be responsible for monitoring this area and watching for homeowners dumping other items there. Tim reported that a governing Board has the obligation to follow the By-laws. Change would require a certain number of votes and legal costs would be involved. The former Board tried to sell common ground in the past without proper votes, and it ended up costing the Community over \$7000 from savings for legal costs which could have been used for the septic systems. Tim reminded attendees that when you bought your house in this neighborhood everyone was aware of the By-laws and agreed to abide by them. At this time, the septic systems and the cost to replace are the most important projects to this Community.

**Meeting Adjourned:** No further questions asked. Motion made by Tim at 8:20 pm to adjourn. Motion seconded. Meeting was adjourned. Minutes kept by Susan Kaufmann, Secretary

Next Board of Directors meeting is November 20<sup>th</sup> at 7:00 pm located at the Swanzey Community House.

Executive Session: Meeting not held.