

**Eastfield Crossing Association
Board Meeting Minutes
Monday, July 23, 2018 - 6:00 pm
Swanzey Community House**

Attendees: Susan Menees, Kathy Hart, Jeff and Lauri Gilbert, Ed and Sue Kaufmann, Larry Bradish, Pat Klitch, Jack Woonton, Sarah and Tim Dresser, Bev Bernard, Don Skiba, Angela White and Joh Peters

Meeting Called to Order: At 6:00 the meeting was called to order and guest speaker engineer Rob Hitchcock of SVE was introduced.

Rob Hitchcock: Rob reviewed the design plans for the five septic fields.

Fields A, C and D will be moved. Fields B and E will be replaced in their current position.

Fields A (behind 26 Bellview) and E (Barden Circle) will be replaced this year. Plans will be submitted to the town and DES this week.

The design will affect some trees on Barden Circle. The Board will talk to the homeowner whose trees will be affected.

Each field should take about two weeks to complete.

Three bids will be solicited. It will be stipulated that work can only take place between the hours of 7:00 Am and 7:00 PM, though workers may be on site as early as 6:30AM.

Fields that are being replaced in their current location will emit an odor when they are dug up.

Following Rob's presentation the monthly meeting took place:

Review of June's Meeting Minutes: Other than a typographical error there were no questions. A motion was made to accept the minutes. The motion was seconded by Larry Bradish. Minutes approved.

Old Business: Susan Menees and Kathy Hart

- **Resignation of Jeff Swenson:** Following Jeff's resignation another homeowner was asked to be on the Board. After careful consideration the person declined.
- **Current Board of Directors:** The current board consists of Susan Menees as President and Treasurer and Kathy Hart as Secretary. **See Septic Repair Project update for further details.**
- **ECA Website:** The web site designer has been asked to provide the capability to print off a PDF membership list as we can now do in our current web site. Once this is completed we will be able to go live with the new web site.
- **C&C lawn mowing:** Per the three week agreement C&C should have been out July 18 to mow. Due to rain they were unable to do so but promise to be here between July 23 and July 25. They have not yet billed for any of the mowings. They were asked to do so and were given two locations where they can drop off bills.

Comments were made that fields should be mowed every two weeks, not three, and that possibly next year we need to either consider another vendor or go back to volunteer mowing. This will be addressed in next year's budget planning.

Well House Update: Kathy Hart

- **Repairs:** Since replacement of an air pump motor and air compressor line on June 25th there have been no further complaints of stained water

- **Usage:** In the past two weeks water usage has decreased due to cooler weather. We will continue with conserving measures which include watering in the evening/night time and refraining from power washing, vehicle washing and washing down of driveways
- **NHDES:** We have certified with NHDES that all homeowners have received a copy of the Consumer Confidence Report. DES has been notified of the change in Board members.
- **Water Readers:** Thank you to water readers Lauri Gilbert, Wayne Noah, and John St Jean. We could use one more reader for the weekend. The task takes less than 10 minutes per week.

Treasurer's Report: Susan Menees

- Checking Account: \$13,580.24
- Savings Account: \$30,431.41
- To date we have paid out \$10,612.50 toward the septic repair project. These funds have come out of our checking account. To date the savings have not been touched.
- As of July 23rd there were 27 homeowners who had not paid their dues on the current invoice due August 1st.
- **REMINDER: If more than 8% of homeowners (3.6 homes) are late on their dues payment Mutual of Omaha can default on the loan!!! Timely payment of dues is imperative!**

Architectural Control: Susan Menees for Jake Lane

- Follow up is needed with 87 Bellview and 49 Barden Circle regarding tree damage. Ed Kaufmann requested that all decisions regarding tree debris and removal be in writing.
- A garden plan for a home on Bellview has been approved.
- A second volunteer for the Architectural Control Committee to help Jake would be great!

Septic Repair Project Update: Susan Menees and Kathy Hart

- **Loan Status:** Due to the rapid resignations of board members in the past three months we have been unable to close on the loan with Mutual of Omaha. Each time someone resigns the paperwork has to be rewritten and the filing with the State of NH resubmitted. After asking another homeowner to join the board and that person respectfully declining it was the advice of our attorney to go with two Board members for present. Susan Menees is President and Treasurer and Kathy Hart Secretary. The loan papers are being prepared again and the State of NH being notified. We expect a closing date in early August. **We will again have to submit an aged report on any outstanding dues so please get all payments in.** Once the closing is completed we will be looking for a third board member. This member does not have to take the president role but be willing to consider a secretary or treasurer role.
- **A suggestion was made that when the loan is closed that a letter go out to all homeowners advising of the closing, the interest rate and an explanation of why it is imperative that going forward all dues payments be made promptly.**
- **Leach Fields:** Dale Freihofer has been asked to reassess fields B, C and D to see if the repairs done last year have put these fields in better working order. This will help us determine the time line for replacement of these fields. In addition Dale will be working with us on the replacement of fields A and E on a consulting basis.
- **Bills Received to Date:** To date over \$10,000 has been paid toward the septic project. The majority of this has been for SVE's retainer and their work to date. We are confident that these costs should be reimbursable from the loan. Mutual of Omaha was aware that we would have some upfront costs. If for some reason they are not reimbursable from the loan

we would have to decide whether to take the money out of our savings or do a onetime assessment to recoup the \$10,000.

- **Loan Terms:** A review of the loan agreement was discussed. We are taking out a draw of up to \$250,000 over a two year period. During that two year period we will only be paying on the interest. After two years we will begin payment on the principle. We anticipate the cost to be approximately an additional \$50.00 per month per household.

Meeting Adjournment: The meeting was adjourned at 7:20

Submitted by Kathy Hart, Secretary

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