

Eastfield Crossing Association  
Board Meeting Minutes  
November 21, 2016

Meeting Topic: ECA regular board meeting. Discuss topics on agenda.

Location: Community House, Swanzey, NH

Attendees: Tim Joyal, Susan Menees, Susan and Ed Kaufmann, Deb and Ken McGee, Jack Woonton, Don Skiba, Deb LaPlante, Larry Bradish, Pat and Frank Klitch, Harry Hart, John Symonds, Wayne and Carolyn Noah, Jonathan Doubleday, Jeff and Laura Gilbert.

Meeting called to order and presided over by Tim Joyal President at 7:00 pm.

Approval of Previous Minutes: September 28, 2016 Board minutes reviewed by Tim to all attendees. Copies to be handed out with November 21, 2016 minutes. Motion made to accept minutes as written and seconded by Susan Menees.

New Business Discussed:

Water system update: Given by Ed Kaufmann. Lead and copper test scheduled for week of 12/3, notices will be sent to participants along with sample bottles and instructions. The PH test was completed on 11/17/16 – PH level was same at 87 Bellview and pump house – results were passing per Robert Riendeau. Robert Riendeau is ECA's primary operator for the monitoring of the water. Meter and well readings are now being done 5 days per week.

Brief review of numbers for water usage through the summer. More specific detail will be given at annual meeting. With drought conditions in place, there was too much water per household for lawn watering and filling and maintaining pools used. Suggestion put to Board on possibly putting something in bylaws that gives the Board power to address households abusing water. Various suggestions made by attendees. Board will evaluate possible options. Discussion on backyard swimming pools and Town of Swanzey regulations - more to come.

Septic system update: Given by Susan Kaufmann. Stone Septic has evaluated all 5 of the primary and secondary tanks for 2016. Each one at this time is fully functioning. Each primary tank has received and additional 3 quarts of Pro Pump as per recommendation of Brian Stone (previous was only 1 quart). Reminder made that all homeowners be cognizant of putting things into the system that will cause clogs or not break up. Septic tanks operate differently than public sewer systems.

Treasurer update: Given by Susan Menees. Audit results reviewed. No further audit/information was needed. Tim Joyal reviewed reason for audit – due to rotation of new board and future boards. With the audit completed, ECA community will move forward.

Tim Joyal has extra keys for all mailboxes should anyone misplace theirs.

Request by homeowner for reimbursement of gas used during mowing of common land. Treasurer will reimburse.

Architectural Control Community update: Tim Joyal updated on previous ACC chairman's book of to do's. Everything of concern has been addressed. Board will move forward and address issues as they arise. Brush clean up of large piles on Barden Circle from Fall clean-up. At this time, no volunteers have come forward to assist with this. The Swanzey dump has reopened its brush dump section. Sue Menees has volunteered her truck to assist with the clean up. Clean up has been scheduled for November 26<sup>th</sup> at 9:00. Volunteers are needed as all homeowners have an investment in the community.

Article 10 - Section H Page 16 of ECA handbook was discussed. Changes and/or enforcement of current wording of this section have been voiced to the Board by various homeowners throughout the community. Concerns that have been expressed by various homeowners involve trailers and commercial vehicles within the community. The mention of manufactured homes refers to large mobile homes not the modular homes that most of ECA is comprised of. Several suggestions were made as possible solutions by attendees: 1. fully enforce rules as wording stands, 2. make it an option to ask Board permission on case by case basis with the power to revoke permission at any time or 3. place restrictions on size and type of vehicles. All suggestions were and are welcome.

ECA Insurance review: Update given by Susan K. On 10/21/16 Susan K and Susan M attended a meeting with James Campbell at Clark Mortenson Insurance in Keene who is the insurance agency for ECA. This meeting was requested by the Board to review the policy and amounts for the safety and wellness of ECA. Some of the noted items were the number of buildings and amount of common land that is stated in the policy. ECA has lost some building since the policy was written and is only comprised of 70 acres of common land (based on real estate taxes for 2016) not 100 acres as noted in policy. Is there enough coverage in the event of natural disaster and pump house has problems? Liabilities when outside service providers are doing work for ECA was reviewed. Suggested by Jim Campbell that ECA have on record copies of all ECA providers insurance. Letter will be sent to Dan Waterman who manages our equipment in the pump house for approximate cost of replacement of a pump or filter. Normal wear and tear of the septic system is not covered. All cost would be incurred by ECA homeowners. A question was raised by various homeowners regarding liabilities when working as a volunteer on common land. That is covered within the liability policy regardless. A second meeting will be set up with Clark Mortenson when the information from Dan Waterman is received and changes made as needed. Hopefully these changes will decrease the yearly premium. Will be update at next Board meeting on findings.

Discussion on using a property manger for maintenance of common land instead of volunteer homeowners. To be continued in further discussions.

Snow plowing. The Board received 3 bids from interested parties. Previous plow person is no longer doing this. We received bids from a high of \$100 to C&C Maintenance in Swanzey for \$65 for each plow. The Board has approved C&C Maintenance after discussion with homeowners. Contract will be for no plowing for less than 3 inches on the ground, and with sanding around pump house and mailboxes only when icy.

Website reviewed for changes and updates: Susan K has met with Don Skiba the creator of the ECA website to take over the updates. Don has agreed to continue to be a consult as needed. Board meeting minutes will be updated along with some other changes. For example, septic tank do's and don't, and frequently asked question about ECA as suggested by Jack Woonton.

Suggestion made that signature sheet be obtained to ensure that all homeowners have a copy of the

ECA Declarations and By-Laws. Approved by Board.

Change in Board meeting location. The Swanzey Community House has become the home of the monthly Board meetings on the third Monday of each month at 7:00 pm. New Hampshire rules require that all board meetings with the exception of an executive session be open to all homeowners. The charge is \$50 per meeting.

All agendas for future meetings will include time for suggestions and input from all homeowners. Was noted by homeowner that was not included on tonight's agenda.

Jack Woonton mentioned that he came across a hunter crossing common land down along the river. Jack informed person that he was on private property with no hunting allowed. Discussion of possible posting of land. More review needed on all State requirements for posting of private property.

Estimates from 3 companies will be obtained for the possibility of installing solar panel for current non working light located in front of empty lot near 87 Bellview per request from homeowners.

Next Board meeting Monday, 12/19/16 at 7:00 pm to Swanzey Community House.

Meeting adjourned at 8:52 pm.

Board went into Executive Session at 8:57 pm and adjourned at 9:35 pm

Goals and agenda for next 30 days - Check on insurance. Solar estimates. Contract with C&C Maintenance for plowing. Prices for pump house from Dan Waterman. Water sample testing.