



Homeowners Association Annual Meeting
Saturday June 20, 2026 – 10:00AM – Clubhouse

Meeting Minutes (Draft)

I. Call to Order – Kate Newell-Coupe, President

The 36th Annual meeting of the Highland Colony Homeowner's was called to order at 10:00 AM.

II. Approval of the Minutes

A motion to approve the minutes of the 2025 Homeowners Association Annual Meeting was made by Jan Panagoulis, second by Eileen Shaw, by unanimous vote, the meeting minutes were accepted.

III. Reports

a. President – Kate Newell-Coupe

Kate read from her Welcome Letter which highlighted the year in review for our association.

b. Treasurer & Accountant – Steve Kelly, John Carpenter (all financials were provided with the agenda and within the homeowner's packet.)

John Carpenter went over our financial reports. It is showing a profit of \$2,662.65. We are maintaining with our dues. Most of our budget is paid out in the fall after the work is complete. We had an increase in our insurance, our snow removal, and water maintenance.

c. Secretary – Cindy White

Reminded homeowner's that all meeting minutes are available for review on our website. Cindy explained why our homeowner's directory was now



password protected. She also gave a shout out to Bob Fitzpatrick who continues to monitor our website as web master. Thank you, Bob.

d. Managing Agent – Nancy Ehlers

Nancy explained all the information in our annual meeting packet should be reviewed including the 2026 Consumers Confidence Report and information from our new insurance company. Also included were our rules and regulations and forms needed by homeowners.

Armstrong Duct, Vent, Hearth and Home will be hired to perform our chimney inspections and cleanings. They will be on site the 1 or 2 week in August. Access to homes will be necessary. Rot, painting and septic were the focus of most of the work done this year. Rowell's has been hired to monitor and complete our septic work. They will start with the highest priority jobs first. Decks have been worked on and will continue to be evaluated. Roofs have all been inspected and no new roofs will be needed this year. This is hopefully our last year of catch-up rot repair. A certified pool operator has been hired. Our first winter with Jeff Wright had a few hiccups, but we received positive feedback overall. Spring clean-up and early mowing has also gone well. Nancy will ask Wright to help remove the bridge that is no longer usable. Fertilizer and weed killer are on an individual request at the homeowner's expense. Notify Nancy if you want to schedule service, she subs it out to Village Green. With such a large property tree work is always needed. The board needs to consider adding tree work into our annual budget.

e. Budget for 2026 -2027

The Board of Directors has reviewed and adopted this budget. With no additional increases, the budget was approved.

f. Committee Reports:

1. Declaration/By Laws – Annie, Tim

Tim and our attorney will schedule a phone conference to review the questions the board had. Once those changes are made, the draft will go to all homeowners for review before a vote.

2. Revenue/Reserve Fund Project – Steve, John



The software the committee had begun using is no longer available. The work already completed has been saved and downloaded to an Excel spreadsheet. The committee's work will continue, and new software will be explored.

3. Welcome Committee – Cindy, Annie

#11 has new renters: Joseph and Sophie Acampora

#7 has been purchased by George and Kim Cranshaw

Discussion: new rentals need to be using our lease, and a copy of a signed lease needs to go to LCMG. Our website needs to have a statement added indicating that our current Declaration and Bylaws are under review for changes.

4. Fuel Bundle – Cindy

Returning members have rolled over their contracts. Propane is 1.99 / gal

Heating Oil is yet to be determined. We are currently paying the base price/gal + .50

Nancy suggested we investigate her bundle with Irving for next year. Cindy will continue to work in this project.

5. Habitat Committee – Gregg, Kathy

A riding mower has been purchased privately. Gregg is moving paths for walking. The committee continues to work with Mr. Coursey and Jeff Wright to keep our fields, meadows and property looking beautiful. Kathy continues to work with UNH extension to rid our property of invasive plants. Many homeowners are using and enjoying strolling along the paths of our beautiful community. Give it a try, you might get hooked.

IV. Old Business and General Orders

Question regarding the Mini split – a part was needed to be ordered. Nancy is waiting on an estimate for installation. Once in, it will be brought to the association for input and a vote.

V. New Business

Nancy will get an estimate for the tennis court to be resurfaced. The estimate will be considered by the board. If it is resurfaced, pickleball lines will be added at no additional cost.

VI. Other Business/Questions

Internet is still being considered in the clubhouse.

VII. Nominations/Ballot Vote/Slate of Officers

Tim Walsh submitted his letter of interest to serve as BOD. Nominations from the floor were accepted. Jan Panagoulis nominated Ernie Coupe. Ernie nominated Jan Panagoulis.

Ernie accepted the nomination. Jan accepted a one-year term.

***** for the sake of our community and out of respect for our volunteer board of directors, all homeowners are asked to communicate with board members in an appropriate manner. *****

VIII. Adjournment

Motion to adjourn the meeting and second – 11:51 AM

IX. Executive Session

After the adjournment, returning board members and newly elected board members gathered in executive session to assign a slate of officers.

Slate of Officers:

President: Ernie Coupe - term ending June 2029

Treasurer: Steve Kelly - term ending June 2027

Secretary: Hiram Ely - term ending June 2028

Director: Tim Walsh - term ending June 2029

Director: Jan Panagoulis - term ending June 2027