

# ***Bramber Homeowners' Association***

***Annual Meeting Minutes***

***Tuesday, February 25, 2020***

***Merrimack Public Library***

Attendance: Bill Cantwell (Treasurer), Don Lavoie (Vice President), Kim Rodriguez (Secretary), Keith Coppinger, Sandy, Annette Breault, John and Luzia Murphy

Present by phone: Jay Fulton (President)

The meeting was called to order at 7:00pm.

President Jay Fulton was not available to be present at the meeting but called in, and gave Don Lavoie the lead of the meeting.

**Introductions of the members present were made.**

**The first order of business was discussing maintenance (led by Don).**

- We had a rough start with plowing, but bumps along the way were to be expected because it was a new plowing company this year. Next year, we will talk to the company about using wooden stakes instead of the short red plastic stakes (at least at the ends of the lanes to better mark where the snow should be pushed. The company will be coming in the spring to repair any damages, including a mailbox that was damaged.
- Next, mulching was discussed. Last year, in 2019, the Association did the mulching, and used the money saved to construct the Bramber Estates sign. We have gotten bids from Hanson (\$3300) and PL Landscaping (our plow company, \$3013). PL will be putting down 3 more yards of mulch and using Preen as a weed killer (it is granular and doesn't seep in to the ground as fast, so appears to last longer). The shrubs will need to be trimmed and the islands raked and cleaned up prior to mulching. The consensus was to use PL Landscaping. The mulching will take place around the middle of May.
- The mowing list will be determined. If residents are new to the mowing list there is a liability form that will need to be signed. If the form has already been signed there is no need to sign another one, as the originals are kept on file.
- In 2019, a project cleaning out the underside of the trees on the common land, along Bedford road, was undertaken. It was not completed, and we would like to try to get a group together again this spring to complete that project. We will need volunteers with chainsaws and trucks.
- Other accomplishments from 2019: The new Bramber Estates sign was designed and constructed, new street signs were installed (minus Shedd Lane, which Jay will be contacting the supplier to see if we can get one made), and the Town fixed the lanes which abut Bramber Lane, with the standing water issues (Kenny, Gage and Pratt).

**The second order of business was discussing the Treasurer's Report (led by Bill).**

- Good news: all of the homeowners have paid their dues and are current.
- The cost of snow removal was significantly higher this year (an increase of \$2400). This was to be expected, as Hanson had essentially kept our plow rates the same.

- The decision was made in 2019 not to have mulch put down. There were additional expenses, including the removal of a few trees that had fallen in a bad wind storm.
- Kenny or McLure Lane is due to be done this year. It is anticipated that this will cost approximately \$16,000.
- All other predicted expenses are standard expenses (mailings, postage, etc.)
- 2020 is a year that dues will be increasing, according to the plan set in place a couple of years ago. The due increase will be \$25.00 per household, making the dues \$425.00.
- Keith inquired if the plow rate is constant, and Don replied that it will increase by \$300 every year.
- There are some other repairs to lanes that may need to be completed: Pratt lane has a sewer manhole, around which the asphalt has degraded, Kenny Lane needs to get repaired.
- One issue in 2019 was that some homeowners took credit for mowing, who weren't on the mowing list. We will be establishing a check in for the homeowners on the list this year.

**The third order of business was discussed by Don:**

- Don and Sandy will be moving to Londonderry this spring. His daughter will be renting the house from him, so technically he will still be a homeowner, and eligible to be vice president, but we will be needing to find a replacement in the near future. As he will no longer be residing in the neighborhood, we may be looking for volunteers to help snow blow the sidewalk after snow storms.

**Lastly the floor was opened for questions and concerns:**

- Annette expressed concerns about the branches of the trees over the sidewalk, that either fall during storms, or hang very low, and asked if the Association was responsible for the removal. Don and Jay agreed that while it is a concern, the trees are the properties of the homeowners, and therefore the homeowners should be responsible for removing any low hanging branches or ones that have fallen. Mention will be made of this in the annual newsletter.
- A discussion was held about paying dues, especially late dues. Jay suggested notices sent out more often about the upcoming due date, i.e. one at the beginning of September (the invoice), and possibly a postcard reminder around September 15<sup>th</sup>. The homeowners in attendance were in agreement to retain the \$40.00 late fee assessment, and a discussion was conducted about creating a more concrete course of action to collect late dues.
- Jay and Don discussed cleaning up the website to remove some of the nonessential information. Jay said the website is not super user friendly to create, but possibly we can add a check box for those who pay their dues on line, to sign up for the mowing list.
- John and Luzia Murphy expressed concerns about trash blowing around their yard and the neighborhood in general, and Kim said she would be sure to include some verbiage in the newsletter regarding that.

**The meeting adjourned at 7:54 pm.**

## ***Bramber Homeowner's Association***

### ***April 2020 Newsletter***

Dear Homeowners,

The Bramber Homeowner's Association Meeting was held on February 25, 2020 at the Merrimack Public Library at 7:00 pm in the Klump Room. Please find attached minutes from that meeting.

Here is the contact information for the Executive Board Members:

President	Jay Fulton (jay.fulton@merrimacknh.net)
	Home: 429-2314      mobile: 508-8202 (ok to text)
Vice President	Don Lavoie (bramberassocvp@gmail.com)
	Home: 424-1225
Treasurer	Bill Cantwell (brambertreasurer@gmail.com)
Secretary	Kim Rodriguez (brambersec@gmail.com)

We are on Facebook! To join the private group, search for "Bramber Homeowners Association," and request to be added!

We have a website that has been completed: <http://www.bramber.org>. Homeowners are now able to pay their Annual Dues using credit cards via Paypal, with a nominal additional fee. The website contains valuable information, as well as a scanned copy of the Association Bylaws. Please see the website for more details.

We would like to thank ALL THE HOMEOWNERS who paid their dues last year! Everyone is now current with their payments. We cannot stress enough how important it is to continue to have everyone paying their dues on time, as this money is used for plowing in the winter, as well as annual road maintenance and property insurance for our common lands.

Annual Dues: This year, our dues will increase by \$25.00 to **\$425.00**. This modest increase has occurred in order to account for increased maintenance costs.

Contact Information: If you have an email address, or updated contact information, please send it along to Kim (brambersec@gmail.com). We would like to continue to send out information via email to save on postage and copy fees. It is also important for us to have your contact information so that you can receive proper notification of when meetings are taking place, and when Association Dues are due. We will protect the privacy of all contact information you provide to the Board. We will not include homeowners' email addresses in the To: or CC: field in an email, rather we will use the BCC: field to hide the addresses. When you provide contact information to the Board, it is only available to the officers; it will not be available to the entire community. The Board will only use your contact information for official Association business. We have had many new neighbors move in over the last couple of

years...welcome!! Please be sure to send along all contact information to Kim so that we can make sure our homeowner list is up to date.

Mowing List: Attached is the mowing list for 2020. When you mow, you will receive a \$125.00 discount per mow against your \$425.00 dues. The association mows from late April or early May until about October, when needed. If your name is on the list, please be sure we have your contact information (either phone or email) so we can contact you quickly during the mowing season. Please mow only on your weekend. If something comes up and you are unable to mow, please let us know as soon as possible so we may make adjustments to the schedule. If you are not placed on the mowing list this year, please be sure to sign up again for next year. We try to make this as fair a process as possible.

Speeding: We want to remind everyone that there are many children who live in our neighborhood. The speed limit is posted at **25 mph**. Please be extra careful these days, as many more pedestrians, not just children, are out and about in the neighborhood.

General Reminders: Please remember that we live in a small neighborhood. Please be considerate of your actions.

- If you have a dog (or dogs), please keep them on a leash and remember to pick up after them. There has been an increase in dog waste left along the sidewalks, and this is not healthy for all of the other dogs living in the neighborhood. Fines will be assessed for failure to pick up dog waste.
- Please do not leave litter or cigarette butts along the lanes. Again, there has been a very large increase in cigarette butts in the neighborhood, especially along Bramber Lane. Please keep our neighborhood looking nice, and dispose of all trash properly.
- Please keep your property clean and picked up, and your grass mowed to a reasonable height. The woods around the property are not places to dispose of old vehicles and trash. If a trash can or recycling bin blows over in a storm, please make the effort to pick up your trash if it has blown around the neighborhood.
- Please only park in your designated areas. There should be no parking on common land (especially the islands), or at the ends of the lanes. Please do not block lanes, and there is no overnight parking allowed on the lanes or along Bramber Lane.
- Snow removal: Please keep basketball hoops, trailers and vehicles 10 feet back from the road to allow room for the plows.

Penultimately, let us thank Don Lavoie for his years of help in keeping the neighborhood neat and tidy. While he will still be acting as Vice President, we will miss his presence as he moves to Londonderry.

Lastly, in these uncertain times, we would like to acknowledge all of the healthcare workers, law enforcement workers, food service, grocery store workers, teachers, etc. for their hard work and commitment to keeping us healthy and moving forward. We hope everyone stays healthy and safe.

If you ever have any questions, concerns or comments, please do not hesitate to contact the Executive Board. We will continue to work hard to make our neighborhood a great place to live!

Regards,

Bramber Homeowner's Association

**2020 Bramber HOA Mowing Schedule**

Date	Mower	Completed?
1-May	Ron and Deb Ouellette	
15-May	John Murphy	
29-May	Bill and Andria Hines	
12-Jun	Steve Jackson	
26-Jun	Ron and Robin Weiss	
10-Jul	Katherine Tobey	
24-Jul	John Murphy	
7-Aug	Chuck Conway	
21-Aug	Rita Barrett	
4-Sep	Valarie and Brian Twiss	
18-Sep	Jay and Cherrie Fulton	
2-Oct	Don Lavoie	
As Needed		

Please do not mow when grass is not growing in heat of summer, or another Homeowner's week. I am attempting to give every owner at least one mowing. A second mowing will be late in the list, a missed opportunity will placed early in the next season.

Email [BramberTreasurer@gmail.com](mailto:BramberTreasurer@gmail.com) when completed