



CHOCORUA SKI & BEACH ASSOCIATION

<https://chocoruaskiandbeach.org>

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603-323-6150

Board of Directors Meeting Minutes

November 09, 2024 @ 9:00 am

Tamworth Town House

27 Cleveland Hill Road

Present: Jor Molchan - President, Sherryl Hitte - Vice President, Eileen Lennon - Treasurer, Paula McNiff - Secretary, Cindy Carpenter, Marissa Corvese, Cheryl Gannon, Dave Hathaway, Cristin McGrath, Jen Riley, Rob Steinberg, Ashley Sweeney.

Dave Hathaway had to leave early, at about 11:00 AM

Closed Session: 9:01 AM

1. Member Letter regarding property development on an adjacent parcel
 - a. Discussion of the letter and CS&B legal guidance provided
 - b. The board agreed to reply to the letter per CS&B attorney guidance

Open Session: 10:16 AM

Members in attendance: Jeff M

2. Prior Meeting Minutes and Treasurer Reports

- a. Review/Approve October Board Meeting Minutes
 - i. Motion to approve Cheryl, 2nded Dave - passed unanimously
- b. Review/Approve Treasurer Reports -
 - i. Motion to approve Cindy, Sherryl 2nded - unanimously passed
 - ii. We need to let people know that emails concerning dues come from QuickBooks, not Chocorua Ski and Beach.

3. Committee make-up final approval

- a. Updates or corrections to committee composition
 - i. Architecture & Building - Jen Riley, Jeff Eil, Bob Greenberg, Sherryl Hitte
 1. Discussed including a domestic partner of a deed member on A&B
 2. Discussion about member vs. non member volunteering on this committee
 3. Motion to write a statement of who can and who cannot be a Committee Member passed 9 to 3 Jen R to draft a document for Board Review.
 - ii. Beach - Cristin McGrath, Vincent Adamoyurke, Kim Cullins, Cheryl Gannon
 - iii. Beach Erosion - Dave Hathaway, Paula McNiff, Ashley Sweeney
 - iv. Bridge - Dave Hathaway, Jor Molchan
 - v. Bulletin Board - Kelsey Hitte (Jor - Liaison)

- vi. Communications and Engagement Committee - Cheryl Gannon, Sherryl Hitte, Paula McNiff, Jen Riley, Ashley Sweeney
- vii. Email Communications - Cindy Carpenter, Sherryl Hitte
- viii. Firewise - Bob & Ellen Greenberg
- ix. F&G Liaison - Sherryl Hitte
- x. New Community Member Orientation Packet - Paula McNiff, Ellen Greenberg, Sherryl Hitte, Peg Smith
- xi. New Board Member Orientation Packet - Ashley Sweeney, Sherryl Hitte, Jen Riley
- xii. Parks & Rec - Marisa Corvese, Ashley Sweeney
- xiii. Roads - Dave Hathaway, Jeff Mann
- xiv. Refreshments - Open - Need to find a volunteer. The first need will be the Spring Clean up gathering.
- xv. Skype Meeting Coordinator - Cal Carpenter
- xvi. Website - Sherryl Hitte
- xvii. Beach parking stickers - Eileen Lennon and Marissa Corvese

4. **Committee Reports**

a. Bridge- Dave Hathaway

i. Report

- 1. Transfer of property to the new owner who has so far agreed to the egress crossing his property is still in process.
- 2. Work is not likely to occur before snow.
- 3. Bob Greenberg looking at alternative egress.

ii. Discussion Researching the possibility of a grant

- 1. Ashley - to look into a grant including the nonprofit status of CS&B. The IRS status 501C-4 - aligns most with the classification status of an HOA - which is CS&B
- 2. Dave discovered members of another association received grants for their road repairs etc... (They may have received about 1 million dollars.)

iii. Action:

- 1. Ashley - Look into grant writers (possibly free) and tax status
- 2. Dave - Check an association near us for their insights into applying for road grants.

b. Beach Erosion - Dave Hathaway

i. Report

- 1. Actions had been on hold, due to funding
- 2. Now that we have funds Dave will be reaching out to Stoney Ridge regarding permitting.

ii. Discussion -

- 1. We need to get as much done as possible including obtaining permits now so we are ready to start physical work in the spring.

iii. Actions- Committee needs to meet now that funds are available.

- 1. Dave to follow up with Stoney Ridge on permitting
- 2. The beach erosion committee needs to meet.

c. A&B - Jen Riley

i. Report -

- 1. Jen met with Wayne, the former committee chair, to gather information on his knowledge and records for the committee.

2. Wayne reported that he had resigned on September 14, 2024, and gave his files to Bob Greenberg, which included the 6 open project jackets. Bob concurred and reported that he provided the files to Sherryl for record keeping.
3. First Committee Meeting: Friday, November 8, 2024.
 - a. Critical Documents we must govern to: State Law, CS&B Covenants, Bylaws, [A&B Guidelines](#), [CS&B Land Survey](#), Operations Documents for Project Jacket (Applications, Permits, Notes/interactions, and Permit Release forms)
 - b. Current Projects: We have 4 current open projects
 - c. Established communication channels- email and phone
4. Things A&B need to explore:
 - a. HOA Welcome packet- currently provides new land/homeowners with the Guidelines, Application, Covenants, etc. Jen will review to see if there are any additional documents.
 - b. Consequences to violations: We will review and decide on recommendations and next steps (i.e. board approval or petition/special meeting)

d. Beach - Cristin McGrath

i. Report

1. Pontoons are pending availability of George, the recurring aluminum repair welder
 - a. Pontoons need to be brought to George once he is available or has space for them.
 - b. Eileen has reached out through email and text.
2. Issuing stickers for the boat rack.
 - a. After some discussion, it was decided that an email would be sent to those who don't seem to be using their position on the boat rack, (about 33 members) asking if they would consider giving them up to those who want them. The donors who relinquish their spots would be added back to the waiting list for the future if they change their minds later.

iii. Action -

1. Cheryl G. drafts a letter to send to Cindy who will send it out.
2. Cristin to see if there are boats that still need to be taken off the rack for the season.
3. Cristin to take down the AED. It will be housed at Marisa's for the winter.

e. Communication & Engagement - Cheryl Gannon

i. Report:

1. Reviewed the charter set up by BOD

ii. Discussion

1. Decided that the first course of action is to send out a survey regarding members' feelings about the existing communication and preferred methods of communication by members etc.
2. Agreed to add a community member who is not a board member to the committee from the group of volunteers that we have.

iii Action

1. Committee to craft a survey (for board review)
2. Send out a survey through CS&B email.

3. Cheryl will ask those members who volunteered for committee work in response to the CS&B emails if they would like to join this committee.
4. Cheryl to keep Jor and the board updated on the progress of the committee through winter.

f. Logs of Emails & Phone Calls (Cindy and Eileen)

i. Report:

1. emails - Cindy
 - a. 83 Emails received
 - b. 156 - going out including the auto response that we send out
 - c. Topics
 1. Volunteers,
 2. Firewise
 3. Asking about dues
 4. Requests for deposits
 5. Potential buyer
2. Phone - Eileen
 - a. 25 Calls
 1. 9 left no message
 2. 15 about dues
 3. 1 Title company

ii. Discussion:

1. The process of receiving member emails to the group email address and sharing to the committee chairs and officers was discussed.
2. It is a two step process but it still seems to be the best method to maintain controls, documentation and consistency.
3. Members receive an immediate acknowledgment that the email was received and will be forwarded to the appropriate chair or officer.
4. More complex questions from receipt to a full reply may take up to 1 week where investigation is necessary. Others are processed more quickly.

iii. Action - none at this time

g. Parks & Rec- Marisa

i Report

1. The playground is winterized. Work was completed so quickly, that when some people showed up to work, winterization was already complete.
2. It was noticed a repair needs to be made on a swing's connection to the frame

ii Discussion:

1. Marisa needs a chore list for the spring clean-up.
2. Discussed how to reimburse the member for the part needed when he repairs it in the spring.

iii. Action: Buy the necessary part for the member and give it to him (Eileen and/or Sherry!)

h. Roads & Maintenance - Dave H.

i. Report -

1. Tree trimming is occurring
2. Road grading is planned

3. The Nickerson Rd. road issue is fixed with no charge from contractor to CS&B

ii. Discussion -

1. John has started roads fill in and will continue to ditches on South Chocorua
2. The emergency exit sign on Nickerson still has to be moved.

iii. Action

1. Sign will be moved

I. **Stickers/Passes** - managed by Eileen L and Marisa

A. Clarification of duties and committee members made today.

II. **Firewise - Bob & Ellen Greenberg**

A. Report:

1. Bob said that he hasn't gotten a lot.
2. Some may have gone to Cindy or directly to Bob.

5. **Political Advertising Signs** -

- a. Ashley researched legal status of political signs as advertising or free speech
- b. Discussion of Covenants and the Bylaw language on the issue.

6. **Absentee Ballot questions** - We discussed the questions submitted with absentee ballots. Two ballots had a few questions including OHRV vote, budget, the bridge and beach. We agreed to draft and send a response to each.

7. **New Business** - Time ran out as we didn't have the hall after 12:00 PM. New business was tabled until the next meeting.

8. **Adjourn 11:59 AM**