



CHOCORUA SKI & BEACH CLUB ASSOCIATION

October 9, 2021, BOD Meeting Minutes

Held at Runnells Hall

PRESENT: Sherryl Hitte, President, Steve Gauthier, Vice President, Bob Greenberg, Treasurer, Donna Dudley, Secretary, Betty Butler, Doug Demars, Eileen Lennon, Jeff Forsythe, Kelsey Hitte and Nate Johnston

ABSENT WITH NOTICE, but on speaker phone: Bob Drohan until end of meeting & Cindy Carpenter until 10:10am

Meeting commenced at 9:03am

Announcement of Resignation: Donna Dudley, effective with closing of her home. Donna also stepped down as Secretary.

Steve Gauthier nominated Kelsey Hitte, as Secretary. Doug Demars seconded, and it passed (11-0) (1 abstain-Sherryl Hitte)

Phil Sheehan (1st Alternate) will move to the board, effective with closing of Donna's home

1. **August Meeting Minutes:** After review and discussion a motion was made to approve the minutes, which was seconded and passed (12-0). **CLOSED**
2. **August Treasurer's Reports:** After review and discussion, a motion was made to approve, which was seconded and passed. (12-0). **CLOSED** *Questions on overbudgeted line items regarding credits/deposits of cash going against an expense account; increase in insurance due to increase of D&O (covers volunteers) from \$1m to \$2m; alignment of policy period; two-year policy period*
3. **September Treasurer's Reports:** After review and discussion, a motion was made to approve, which was seconded and passed. (12-0). **CLOSED**
4. **Executive Board:** Privileged & Confidential matters

Board of Directors, Code of Conduct was discussed. After discussion to make 2 changes, a motion was made to approve, which was seconded and passed. (12-0)

Emails received since Annual Membership Meeting

Social Media

Addressing members who join the meeting after Executive Session.

Attorney Search Sub-Committee

New Budget & Bylaw Sub-Committees

1. **Roads Update - Bob D./Sherryl/John Swenson**
 - a. Sherryl clarified Bridge/Cover Comm- Bob contacted two firms; one quote received; will be put out to bid; wants to check with Tamworth on various concerns/issues; Bob hopes to have actual concrete numbers by next meeting. Bridge/Cover has now moved to a sub-committee. Wayne Powers has been added. Bob plans to meet with Wayne next week. **OPEN**

- b. Drainage issues on Trask & E. Choc near playground. Work on Trask completed. Bay Lane has a couple of issues. Erosion issues-J. Roberts coming in to work on areas. **OPEN**
 - c. 3rd Egress- waiting on JR on his starting date, likely end of this month/November; Sherryl offered opinion on the good quality of the roads. Reminded JR that requests made from individual homeowners need to be routed through Bob or Sherryl. **OPEN**
 - d. Speed bumps removal- End of Oct/early Nov. Reminder that all bumps need to be placed in shed and that they are the property of CS&B. Bob to discuss with JR and a homeowner, placement of speed bumps for 2022. No additional speed bumps need to be ordered at this time. **OPEN**
2. **Beach Updates - Eileen/Nate**
- a. 2 boats in overflow area; email to be sent; will be donated/disposed of (been there for many years) **OPEN**
 - b. Gate Closing/Opening – discontinued for the season; usually recommence Memorial Day weekend. Volunteers for closing will be needed. **CLOSED until 2022**
 - c. Volunteers needed to tip the racks to get water out and place stoppers/end caps. **OPEN**
3. **Firewise Updates - Bob G./Jeff**
- a. Bob G. will request Firewise forms from Agami, Bianco, Bourgeois, DeGroot and Dufresne. Bob has received two forms from two others (not on this list). Sherryl explained for benefit to new board members that we typically contact new owners who may be taking down trees to complete Firewise forms. **CLOSED**
 - b. Jason Noyes, tree service, was out last week working on 2020 punch list. Dead tree on Bay Circle removed. Jason estimated that the association should be good until 2023 or later. Tree flagged on S. Choc for the association to contact Eversource for removal before winter. **CLOSED**
4. **Parks & Recreation - Cindy/Kelsey:**
- a. Playground - Kelsey reported that the swings will be removed at the end of October. Seesaw repairs needed or replacement needed. Quote from Georgi at Gosh Ange to repair was \$1200; His quote to replace is \$6K. Cindy/Kelsey will be looking into other options. Further discussion needed on decision to repair, replace, or remove entirely. Due to potential liability, the board voted to have them removed right away. (11-0) **CLOSED until Spring 2022**
 - b. Ballfield area - Kelsey reported that they will be looking into landscaping companies for grass mowing at ballfield & surrounding area 2022 season. **OPEN**
 - c. Tennis Court - Kelsey reported that nets will be removed at the end of October. Sherryl noticed more wood chips were dropped at the tennis court. Kelsey mentioned that she was going to reach out to Fred Doane to see if he could push/pull back the chips, so the association could rake them out before winter. **OPEN**
5. **Architectural/Building Updates - Doug/Steve/Wayne Powers**
- a. Burt house on Mason - Exterior fully sided; hole filled in. Wrap around deck considered cosmetic and not required to be done. **CLOSED**
 - b. Bianco house on McGrew - Siding on both the home/garage are half done. **OPEN**

- c. Agami property on S. Chocorua - Shed built; Submitted plans a few months ago and will likely start building in Spring 2022. **OPEN**
- 6. **Taxes/Audit/Non-Profit Updates - Bob G.**
 - a. Audit scheduled October 23rd at 10am at Cook Library in Tamworth. **OPEN**
 - b. Taxes - need to be given to accountant by Nov. 15th. Must be submitted to IRS by Jan. 15, 2022. **OPEN**
- 7. **Review Phone log - Eileen**
 - a. Eileen reported that there were approximately 22 calls since the September meeting. **CLOSED**
- 8. **Sub-committees currently in place as of today's meeting:** (*denotes sub-committee lead)
 - Attorney Search - *Steve Gauthier, Jan Huddleston, Rob Steinberg,
 - Bridge/Cover - *Wayne Powers, Bob Drohan, Steve Gauthier
 - By-law - *Cindy Carpenter, Cheryl Gannon, Hallie Shefler, Marisa Bonanno
 - Gated - *Wayne Powers, Cheryl Gannon, Eileen Lennon

New Business:

- 1. Betty - Newsletter completed. Betty thanked Kelsey for contributions to newsletter. It will be going out next week via email and will be posted on Bulletin Board and Website. **CLOSED**
- 2. Jeff - Commented on amount of work being done by board. He suggested we each keep a journal/track of what is done to include amount of effort/time involved. If the association management was outsourced by a private company, the cost would be great. **CLOSED**
- 3. Nate mentioned erosion at the beach parking lot and going down the hill from the stairs. He would like to form a sub-committee to come up with long term solution. Nate will chair. Bob D. asked to be on this, as he can also work with John Roberts regarding the parking lot. **OPEN**
- 4. Bob G. - Asked by member to bring up potential for solar installation. This has come up in the past. He has some information from a Town Selectman that it may be possible. Bob wants to form a sub-committee to do a feasibility study; explore legality of stipulations of purchase arrangement of the back 44 acres. Bob will chair. Sherryl stated that he and all reread the legal limitations/restrictions with regards to the sale when the association purchased the back 44, prior to anymore work being done. The board voted to form a subcommittee. (9-2) **OPEN**
- 5. Unfortunately, Raelene Gauthier has resigned as QB administrator. In the interim, Rae has provided hours of transition QB training to Bob Greenberg. Bob is looking into outsourcing to a company or individual outside of the association. One option is Debit One in Conway. Bob has a price list but will contact them next week to get specific details as to how they can help association. Bob mentioned that Windows 10 will be obsolete in the near future. Bob did not want to proceed further without board approval. The board voted to approve, as the need to fill the QB Admin position is required immediately. (11-0) **OPEN**
- 6. Steve - 1) Feels we need some learning opportunities for current/new board members; He would like to create a board orientation package; Sherryl stated that Wayne Powers made a motion at July BoD Executive Session meeting, which was seconded and passed to approve at the time what was called a "toolbox" kit. 2) Thinks we need a more formal

capital investment plan-i.e., beach work - mentioned previous insurance work and request for assets so he put together an asset list for underwriters; Bob D. suggestion of municipalities CIP (capital improvement); need to establish appropriate Reserves to fund a CIP; Donna- be sure to have unrestricted attachment to reserves.

7. Sherryl - Nothing at this time.
8. Doug - Nothing at this time.
9. Eileen - Looking at alternative paddleboat storage and costs. With regards to erosion control, wondering if we could possibly terrace the rack areas. Nate - Shoreland Protection Act. Bob Drohan said he did not think that SPA was the way to go. **OPEN**
10. Kelsey - Received a quote for \$950 without installation from Georgi at Gosh Ange, for a 6-holder bike rack to be placed at the playground. More online research being done. Steve asked if there was a need for add'l bike rack. Sherryl mentioned that this came up at a previous board meeting in 2020 but was never pushed forward. Sherryl added that many times kids leave their bikes against the fence or on the ground. Sherryl stated that three new playground fenceposts were installed in late Spring of this year. It would be beneficial to investigate other alternative bike racks to compare pricing. **OPEN**
11. Kelsey - Cindy/Kelsey will get quotes for cutting grass at ballfield; Nate sent website for see saws. **OPEN**
12. Donna - Nothing at this time.
13. Bob Drohan - Would like input into erosion assessments. Caution-Don't open Pandora's Box of complexity; Sherryl mentioned some problem areas, Bob responded, be sure to tell him exact location of any issues he may not be aware of. Nate agreed with Bob. **OPEN**

OPEN SESSION FOR NON-BOARD MEMBERS IN ATTENDANCE:

Sherryl stated that NO members came forth within the seven-days prior to the Board of Directors meeting with questions to be added to the Agenda. That the Agenda is set on the Sunday prior to the BoD meeting. This is posted on our bulletin board, website, and was stated at the 2021 Annual Membership Meeting. Because of this, the meeting was going to be adjourned.

1. David & Jo Grow stated that the email that was sent to the membership regarding the lawyer's legal opinion came too late for them to reach out within seven-days prior with their questions.
2. Phil Sheehan stated that he agreed with David Grow that this was not done while he was on the board.
3. Sherryl stated to Phil that he resigned at the beginning of the 2020 Annual Membership Meeting and that the Board of Directors voted to adopt this new guideline for BoD Monthly Meetings. The board has been put in place to handle the business of the association for all members and not just a group of members. Further stated that members can attend, after Executive Session is over. Questions will not be answered at the meeting today. That the By-laws only state that the members can attend. That the Annual Membership Meeting is for members to come and speak and asks questions.
4. David Grow stated that they will be at next month's meeting, and he and his wife asked if they could submit their questions 30 days in advance. Sherryl answered yes and stated again as long as the questions are presented to the BoD thru email seven-days in advance of the BoD monthly meeting.
5. Don Austin asked if the BoD received his emails. Sherryl answered yes.

6. David & Jo Grow stated again “that the email came through too late, and this was probably done on purpose.” Sherryl said that the email was sent to the membership the day after the letter was received from the association attorney. David Grow said “this is shady F’n BS” multiple times and walked out.

Motion was made to adjourn which was seconded & passed. Meeting adjourned at 11:23am.

The next and final Board of Directors meeting for 2021 will be held on November 13, 2021, at 9:00am at Tamworth Town House.

Respectfully submitted,

Donna Dudley
CS&B Secretary