

COLONEL TUFTON BOROUGH ESTATES ASSOCIATION
Board of Directors Meeting Minutes
October 2, 2025

Location: Waterfront
Time: 3:00 pm
Attending: Scott Edwards, President
Kathy Francese, Treasurer
Brendan Gaughran, Roads
Mark Taylor/Scott Edwards, Beach/Common Area
Linda Smith, Secretary

Agenda

- **Review of Financials**
- **Fund Investment Opportunities**
- **Road Project Update**
- **Senter Cove Road/Mason Road Drainage**
- **Annual Tree Work**
- **Dock Pilings and Decking**
- **Picnic Table Covers**
- **Bubbler Service**
- **Annual Picnic**
- **Board of Directors Communication**
- **Road Plowing**
- **Rental Agreements**

Review of Financials

- BOD reviewed the current financial statement
 - Dock Fund: \$54,566
 - Road Fund: \$6200
- Kathy Francese reported additional debits included:
 - Pottie Patrol
 - Conti Landscaping
 - Non-Profit status filing - \$25

Fund Investment Opportunities

- The BOD would like to thank Joe Holland for looking into investment opportunities
- Scott checked the CD rates at the Bank of New Hampshire for domestic non-profits with a Business NOW checking account
 - 5 months – 4%; 10 months – 3.8%; 18 months – 3.6%
 - Unanimous decision to invest \$50,000 from the dock fund into the 5 months CD

Road Project Update

- Mark reported that we are still waiting for the wetlands permit with specifics so Mike Vignale can work up requests for bids from contractors
- Hopefully bid packages will go out in January with a quick turn-around for estimates
- After a contractor has been selected, a special meeting will be scheduled to inform members and discuss next steps

Senter Cove Road/Mason Road Drainage

- Discussion was held on the drainage issue at Senter Cove and Mason
- Mike Vignale's report shows the pitch at the corner needs to be corrected to fix the drainpipe flow
- Hopefully Mike will come out and meet with Rich Francese to discuss the issue
- Kathy will ask Rich if he would be willing to cold-patch the potholes, with compensation

Annual Tree Work

- Mark will contact Tim Morrison for an estimate on a day's clean-up of the overhanging branches and dead trees/vegetation at the common area and along the Association roads
- Budget: \$4000

Dock Pilings and Decking

- Scott tested the pilings with a wood density measuring device. He reported that the density of our pilings looks good and that there appears to be a few years of life left. The outside has deteriorated a bit but that the inside looks solid
- Decking needs to be replaced with pressure treated 2 x 8s
- Material cost would be approximately \$1000
- Scott will contact Case Rogers to see if he is available to complete the work

Picnic Table Covers

- There is no room in the sheds to store the picnic tables. The BOD voted to purchase 5 picnic table covers at a cost of \$50 each to help preserve the tables
- Scott has also been replacing a few of the table top boards

Bubbler Service

- Scott has volunteered to monitor the bubblers this winter and will get in touch with Winnepesaukee Aquatherm

Annual Picnic

- The BOD decided to move the annual picnic back to Memorial Day weekend next year. Most members are present for the annual meeting and the picnic has been well attended at that time
- Mark your calendars for the Annual Picnic to be held on *May 23, 2026*

Board of Directors Communication

- In the event of an emergency or something that requires immediate attention any BOD member should send a group text to immediately inform the other board members
- If necessary, an email will be sent to Association members informing them of any safety issues/concerns and that the board will resolve the issue ASAP (such as a fallen tree across the road)
- Email should be used for other communications and it is expected that all directors will be diligent in checking/responding to emails

Road Plowing

- Brendan will contact Fred for a proposal on this winter's plowing/sanding

Rental Agreements

- Signed rental agreements with rental dates and renter contact information need to be sent to the BOD

Other

- Linda will send out email to members informing them of shed clean-out by Nov. 15

Meeting adjourned at 4:08 pm

Respectfully Submitted,
Linda Smith
CTBEA Secretary

Meeting minutes approved unanimously by all attendees on 10/06/2025