

CTBEA
Annual
Meeting
Minutes

May 28

2022

Find attached the
meeting minutes

Colonel Tuftonborough
Estates Association

*Colonel Tufton Borough Estates Association
Annual Meeting Minutes May 28, 2022*

Colonel Tuftonborough Estates Association

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<https://www.cteah.com/>

PW: CTEA

May 28, 2022

- I. Welcome - Call to Order
- II. Roll Call – Bill Donaher
- III. Approval of 2021 Annual Meeting Minutes
- IV. President's Report – Carolyn Sundquist
- V. Treasurer's Report – George Maidhof
- VI. Beach and Dock Report – Rich Francese
- VII. Road Maintenance Report – Jim Shepard
- VIII. Vote on Road Reconstruction Project
- IX. Other Business
- X. Dock and Mooring Lottery
- XI. Board of Directors Election
- XII. Adjournment

I. Welcome - Call to Order

The meeting was called to order at 10:00AM by President Sundquist.

II. Roll Call – Bill Donaher

Role call was done:

Lot #	Owner	Name/s on Deed	Present	Absent	Proxy?	Held By
1	Edwards	Scott E. and Rachel M. Edwards	x			
2	Chehames	Garreth A. Chehames	x			
3	Eagan	Michael P. and Jane E. Eagan	x			
4	Mun	Carl C. Mun		x		
5	Donaher	Cornelia F. Donaher			x	DiFiore
6	Sundquist	Ronald and Carolyn Sundquist	x			
7	Gaughran	Brendan and Laura Gaughran	x			
8	Bowen	Stephen L. and Doria P. Bowen			x	Chehames / Sundquist
9	Holland	Joseph T. Holland	x			
10	Shepard	James T. and Lillian N. Shepard	x			
11	LaCroix	Gerard R. and Jean D. Lacroix	x			
12	Reynolds	Christopher P. and Juliane S. Reynolds	x			
13	Shaughnessy	Robert J. Shaughnessy	x			
14	DiFiore	Dana M. and Catherine J. DiFiore	x			
15	Alexander/ Nogueira	Richard Nogueira and Susan Marie Alexander	x			
16	Taylor	Julie Taylor	x			
17	Berckman	Francis J. Berckman	x			
18	Blake	Lawrence E. Blake	x			
19	Taylor	Julie Taylor	x			
20	Maidhof	George P. and Barbara A. Maidhof	x			
21	Chehames	Garreth A. Chehames	x			
22	Francese	Richard A. and Kathryn J. Francese	x			

23	Potter	William and Kathryn Potter	x			
24	Smith	Leonard F. and Linda F.	x			
25	Farrell/Wofsy	Catherine L. Farrell and Steven C. Wofsy	x			
26	Entwistle	Raymond and Lori S. Entwistle	x			
27	Hull	John A. Hull	x			
28	Tamkin	Cynthia C. And Jonathan D. Tamkin	x			
29	Janiak	Cynthia B. and Stanley W.	x			
30	Andrew	Stephen H. Patricia Z. and Meredith M. Andrew	x			
Total Present			27			
Absent / With Proxy			2			
Absent / No Proxy			1			
				Total	30	

III. Approval of 2021 Annual Meeting Minutes

Carolyn asked for approval of last year's (2021) annual meeting minutes.

Steve Andrew did not approve and asked for clarification on 3 items. Carolyn is seeking details on what it was Steve Andrew said, so it can be kept on file. All other members approved the minutes as written.

IV. President's Report – Carolyn Sundquist

May 27, 2022

Dear Neighbors,

Over this past year we have been finally getting back to more normal activities. I am so grateful that we are again having our annual meeting in person, which would have been followed by the annual picnic down at the beach for the first time in 2 years. However, due to predicted weather on Saturday, the picnic was postponed to Sunday at noon. This is always such a great opportunity for the whole community to get together to either get acquainted or reacquainted as the case may be. The board provides the burgers and hot dogs. Members bring a side dish or dessert to share and their beverage of choice. The food is always great and everyone has a good time.

Welcome to this year's new neighbors – Catherine Farrell and Steven Wofsy (lot 25). Catherine and Steven purchased the house from Karen and Steve Caretsky. Sadly, long time residents Doria and Steve Bowen have moved out of their house on Vere Royce due to health issues. We wish them luck in their new home.

Thanks again this year to Rich and Kathy Francese, George and Barbara Maidhof, Stan Janiak, Dana and Cathy DeFiore, who continue to maintain our common area, improve drainage, remove brush and trim trees. Thanks to Ray Entwistle for planting the pretty flowers down at the beach every year. Also helping this past year - Susan Alexander and Richard Nogueira. My apologies to anyone I have forgotten. Please take the time to thank them.

At this year's annual meeting, the Board has proposed an article to do a complete road reconstruction based on the response to the survey sent out several months ago. Days before the meeting, Scott Edwards, who will be building a house on Lot 1, found out that the NH Electric Coop is planning to replace all of our underground wires, except for the wires to individual houses, in 2024, which means the roads would be dug up. The wires have probably been there for about 50 years. This has changed the proposal so that the road project would not start until 2024 and members would have three years to pay the assessment at no interest.

And lastly, on behalf of the board, have a fun and safe summer season at the lake.

Sincerely,
Carolyn Sundquist
CTBEA President

V. Treasurer's Report – George Maidhof

George reported a little more income this past year based primarily on neighbor assessment. Expenses were minimized and snow removal costs were less. Efforts of members also helped reduce expenses.

Groundskeeping money has been saved with new contractor. We ended up 11K to the plus side. Held off on road repairs; If we did that, it would be *even* as in past years. Not going to address raising the dues.

Bob S asked about formula for road reconstruction – how are they (neighbors) assessed? Kathy F answered the question.

Gary C – Road plowing – how is this done? Based on plowing and sanding (per visit). Sanding is a little cheaper than plowing. \$6930 for this year per George.

Question: Does Fred have a backup? No, he does not as far as we know. But he is very dependable.

Budget needs to be approved. New line item brought up by George – the retention pond – silt removal; never addressed since inception. Hope to complete in fall. Needs to be added to the new year budget.

Larry Blake made a **MOTION** to accept the 2021 Report and approve the 2022 Budget. Approved unanimously.

Colonel Tuftonboro Estates Association
 Total Income & Expenses
 Final 2021 - 2022

	Final Actual June 1, 2019 to May 31, 2020 Amount	Final Actual June 1, 2020 to May 31, 2021 Amount	Final Actual June 1, 2021 to May 31, 2022 Amount	Budget/Projection June 1, 2022 to May 31, 2023 Amount
INCOME				
Assessments	\$1,985.55	\$2,293.90	\$3,935.68	\$1,093.67
Dues	21,750.00	23,625.00	22,500.00	22,500.00
Docks	5,790.00	4,990.00	5,290.00	5,290.00
Moorings	2,200.00	2,600.00	2,400.00	2,400.00
Other (interest and prepayments)	3.41	3.72	4.15	-
TOTAL INCOME	\$31,728.96	\$33,512.62	\$34,129.83	\$31,283.67
EXPENSES				
Common Land Maintenance				
Road and drainage repairs/maintenance	(\$6,680.00)	(\$20,305.90)	(\$111.96)	\$0.00
Plowing and sand clean up	(8,465.00)	(5,064.90)	(7,570.00)	(9,000.00)
Mowing, trimming and clean up (tree removal)	(2,702.00)	(3,985.00)	(3,062.81)	(5,000.00)
Beach area upgrades/drainage	-	(2,121.33)	-	(1,000.00)
Septic rental	(500.00)	-	(450.00)	(600.00)
Other beach area supplies and repairs	(718.30)	(35.57)	(449.00)	-
Miscellaneous (Retention Pond Clean-out)	-	-	-	(15,000.00)
	(19,065.30)	(31,512.70)	(11,643.77)	(30,600.00)
Insurance				
General liability	(425.00)	(425.00)	(425.00)	(425.00)
D&O insurance	(803.00)	(883.00)	(883.00)	(883.00)
	(1,228.00)	(1,308.00)	(1,308.00)	(1,308.00)
Dock & Mooring				
Dock/ mooring repairs and costs	(3,840.50)	(720.00)	(1,282.05)	(2,000.00)
Bubbler service	(340.00)	(340.00)	(400.00)	(400.00)
Mooring costs (decals)	(400.00)	(400.00)	(400.00)	(400.00)
	(4,580.50)	(1,460.00)	(2,082.05)	(2,800.00)
Supplies and other				
Nonprofit Registration Fee	-	(25.00)	-	-
Office supplies and other	(19.98)	-	(9.99)	-
Picnic supplies	-	-	(176.95)	(250.00)
Legal fees	(1,750.00)	(60.00)	-	-
Miscellaneous	(410.70)	-	-	-
	(2,180.68)	(85.00)	(186.94)	(250.00)
Utilities				
	(1,020.68)	(935.43)	(998.65)	(1,000.00)
TOTAL EXPENSES	(\$28,075.16)	(\$35,301.13)	(\$16,219.41)	(\$35,958.00)
Operating income (deficit) before transfers	\$3,653.80	(\$1,788.51)	\$17,910.42	(\$4,674.33)
TRANSFERS				
Road Fund	-	-	-	-
Dock Fund (Savings)	(3,409.50)	(3,795.00)	(3,845.00)	(3,845.00)
Net operating income (deficit)	\$244.30	(\$5,583.51)	\$14,065.42	(\$8,519.33)
Bank balances - May 31st				
Checking account	\$24,204.14	\$18,616.91	\$32,678.18	\$24,158.85
Road account	\$217.99	\$218.00	\$218.03	\$218.06
Dock savings account	\$37,155.66	\$40,954.37	\$44,803.12	\$48,651.87
	\$61,577.79	\$59,789.28	\$77,699.33	\$73,028.78

Approved budget – CUN.

VI. Beach and Dock Report – Rich Francese

- Mooring decals have been purchased. Moorings have been inspected and installed. One mooring chain needed to be replaced. Should have been done this past week but I have not heard from Winnepesaukee Island Services yet.
- Porta-pottie is in place for your needs.
- Docks received some ice damage this past winter. Repairs have been done for the cost of material only as work was done by Association members. This would have been a cost of a few thousand dollars if the work was contracted out. Thanks Stan for your assistance.
- We have a new landscaper this season since Jim Bean scaled back his services. The grass was cut this past Thursday and I was not happy with the job. They have been contacted.
- The Fall and Spring clean-ups were done by Association members. Also did some tree trimming on the common property. Thanks to all who helped out which helps to keep costs down!
- Fence across the sand area of the beach continues to keep the geese off the property. Please put the fence back up at the end of the day if you are the last ones on the beach. Thank You!

VII. Road Maintenance Report – Jim Shepard

- This past Fall we filled a few potholes with cold patch.
- We rented a 40-foot manlift to do some extensive tree trimming along the roadways as nothing has been done in years. The trees were over grown and encroaching on the roads. Overhanging branches and dead limbs were removed and brought to the Beach Common Property where they were chipped. The chips were used as weed control on the hill by the road. The tree trimming also helped out this winter as the sun was able to shine on the roads in certain sections to eliminate ice buildup. Our Plow guy said it definitely made a difference. Thank you to all the Association members who helped out with this major project at a limited cost to the Association.

VIII. Vote on Road Reconstruction Project

Open Discussion Notes:

With recent changes, suggested we discuss; Mark T wants to put off collecting any money. Money is the issue (Loan, 6%, do on our own?). Larry – basing estimate on what we see now – where would add'l money come from – Carolyn explained we would have another vote for the extra funds. Patsy – why not 25 year loan? Banks won't do that long of a loan. Patsy made it clear she does not want a lien on her property.

Bob S: questions about NH Electric. Are there plans? Answer - No. Will be a total redesign to create a more dependable system per Scott. Will get back to us with that redesign. Bob S discussing proposals as to how we pull money together; suggested having a design engineer come in and do an analysis. Could help if we had any legal actions.

Rich countered with we have a plan and we have 3 years to figure out how we bring money together.

George explaining the rationale for the vote. Monies would be returned back if project does not move forward. Bill P – can we pay one lump sum? Today's vote – Not to exceed 550K. John Hull, likes the idea of paying some now. Question about when in 2024, duration? 2025 road construction most likely.

Scott E – explained in more detail; no conduit – buried cable. They don't have a plan yet. Tentative for 2024. Schedule can potentially be moved; we could get bumped back again. Will be done in the summer months per Scott per NH Elec. Won't know until 2023 what the schedule for NH Elec is. We are lucky they are going to do this work. Could have outages. Mike E – roads were brought up better than before, will NH Elec do same – Scott E – yes. They also need to look at our drainage system.

Mike E – do road reconstruction right after NH Elec does their work. He suggested that this might make sense to leverage the NH Elec work and engineering involved.

Jon T – thanked BOD but disagrees. He presented 3 concerns – 1) raising money for the sake of raising money (he has no prob with that). – 2) some would prefer to finance the costs, 3) we still have upkeep that needs to be done – funding for that component. Vote (as is) concerns Jon.

Bill Potter **MOTION** to eliminate the requirement of 3K for next 2 years, seconded. Due in 2024 if and when the work starts. Hand raise vote – 22 Yes – **MOTION** carries.

Nothing in the vote around getting money back. Make that part of the vote (seconded) - All monies paid will be refunded if the project does not go forward/canceled.

Steve W: Why no engineering planned? Steve is an engineer. Why not? Rich stated drainage system is not complicated. Work is straightforward.

Bob S – arguing for Engineering plan. Cathy – what is the cost? – Bob S about 20K from his proposal in 2015; could be as high as 30K now. Gary's culvert question asking George if that drain will be re-opened. Rich – probably eliminated. Scott – maybe we could make use of the NH Elec design engineer. Piggyback on Engineering idea.

Bonnie made a **MOTION** to table this issue until uncertainties were resolved. Need to get closer to when the work will actually be done. Put matter back on table and make a decision at that time. 14 Yes 15 No, 1 Absent. Hand raise vote motion failed.

Jon T – (Sunset) Assessment will be null and void if the project doesn't proceed by 12/31/25. Vote Yes (passed). Jon Tamkin made a **MOTION** for each of the last 3 sentences added to the article, which were all approved

Eliminate the names of the contactors (Bob S).

Scott E – does it even make sense to have the vote? He said that it seems like we are trying to jam it in. Suggested we vote when more questions have been answered.

Catherine made a **MOTION** to call the question. Vote was then taken by ballot.

After a number of **MOTIONS** to amend the wording, and after a lot of discussion on the subject The following represents what was being voted on:

*To allow the Colonel Tufton Borough Estates Association (CTBEA) Board of Directors (BOD) to enter into a future contract with a Site Work Company and a Paving Company to undertake a complete road reconstruction of Senter Cove Road, Mason Road and Vere Royce Road for an amount of \$550,000. To also agree to a one-time assessment of the base cost of \$18,333 per lot. The amount owed by each lot owner may be paid over three years. Final payment is due in 2024 when, and if, road work starts. It is up to each lot owner as to how they will obtain the monetary funds for the total assessed amount. **The board may consider financing all or a part of the project. All monies paid will be refunded if the project is either canceled or over funded. The assessment will be null and void if the project doesn't proceed by 12/31/25.** Results of vote – Carolyn and Jon Tamkin counting and Patsy recording.*

- No – 19
- Yes – 10
- Absent – 1

The **MOTION** for Road Reconstruction as amended, was voted down.

IX. Other Business

Gary spoke on a proposal to increase the dues and dock and mooring fees that he was going to put up for a vote. Carolyn advised him that according to our bylaws any changes to annual or special assessments require a 10 day notice.

Gary read from a file he had sent as an attachment to the association via email. A hard copy of Gary's file will be kept on record with the 2022 minutes, as requested.

Carolyn wanted everyone to know that our former neighbor, Steve Bowen, wanted to thank everyone who helped him and Doria over the last couple of years and that he was sorry not to say that before leaving. Special thanks to Laura and Vada especially for the little plant. Also, thanks to Rich & Kathy Francese, George & Barbara Maidhof, Stan & Cindy Janiak, Gary and Bonnie Chehames and Dana & Cathy Defiore.

X. Dock and Mooring Lottery

	YES	NO Guaranteed for 2024	Notes
FRONT DOCK			
Taylor, Julie (Lot 16)	G1		Guaranteed spot for 2023
Taylor, Julie (Lot 19)	G2		Guaranteed spot for 2023
Janiak	1		
Holland	2		
Edwards	3		
Tamkin	4		
LaCroix	5		
Maidhof	6		
Alexander/Nogueira		G1	
Smith		G2	
Blake		G3	
Andrew		G4	
Total	8	4	
MOORING			
Entwistle	x G1		Guaranteed spot for 2023
Chehames	x		
Eagan	x		
Francese	x		
Gaughran	x		
Potter	x		
Reynolds	x		
Shaughnessy	x		
Total	8	0	
BACK DOCK			
Chehames	x		
Hull	x		
Total	2	0	

XI. Board of Directors Election

Gary nominated Scott Edwards.

Rich Francese resigned serving as a board member after 5 years. He received a long ovation for his dedicated service over the years.

The new Board including Scott was nominated and seconded.

Note: Bill Donaher is also retiring as BOD Secretary; he agreed to continue to maintain the association website. Linda Smith will absorb secretarial duties going forward.

XII. Adjournment

Meeting adjourned – 12:15PM