

COLONEL TUFTON BOROUGH ESTATES ASSOCIATION

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2026 ANNUAL MEETING MINUTES

May 23, 2026

I. Welcome - Call to Order

The meeting was called to order at 10:00 AM by President Scott Edwards

II. Roll Call – Linda Smith

2026 CTBEA Annual Meeting

| Lot # | Owner | Present | Proxy | Proxy Held by: | Absent |
|--------------|--------------|----------------|--------------|-----------------------|---------------|
| 1 | Edwards | X | | | |
| 2 | Chehames | X | | | |
| 3 | Eagan | X | | | |
| 4 | Robbins | X | | | |
| 5 | Donaher | | X | Difiore | |
| 6 | Sundquist | X | | | |
| 7 | Gaughran | X | | | |
| 8 | Nogueira | X | | | |
| 9 | Holland | X | | | |
| 10 | Shepard | | X | Sunquist | |
| 11 | LaCroix | | X | Andrew | |
| 12 | Reynolds | X | | | |
| 13 | Shaughnessy | X | | | |
| 14 | DiFiore | X | | | |
| 15 | Alexander | X | | | |

| | | | | | |
|----|---------------|----|---|----------|---|
| 16 | Taylor | | X | Taylor | |
| 17 | Lukis | X | | | |
| 18 | Blake | X | | | |
| 19 | Taylor | X | | | |
| 20 | Maidhof | X | | | |
| 21 | Chehames | X | | | |
| 22 | Francese | X | | | |
| 23 | Potter | | X | Maidhof | |
| 24 | Smith | X | | | |
| 25 | Farrell/Wofsy | X | | | |
| 26 | Entwistle | | | | X |
| 27 | Hull | X | | | |
| 28 | Tamkin | X | | | |
| 29 | Janiak | | X | Francese | |
| 30 | Andrew | X | | | |
| | | | | | |
| | TOTAL | 23 | 6 | | 1 |

III. Approval of 2025 Annual Meeting Minutes

Scott called for approval of 2025 Annual Meeting minutes

Motion to approve 2025 Annual Meeting Minutes: Jon Tamkin

Second: Catherine Farrell

No discussion

All in favor: Motion carries

IV. President's Report – Scott Edwards

May 23, 2026

Good morning, everyone, and welcome to the CTBEA Annual Meeting. Thank you for taking the time to attend and participate in the business of our association. Your involvement helps ensure that our community remains a great place to live and enjoy.

I would like to extend a warm welcome to our newest neighbors, **Ryan and Ashley Robbins**. We are pleased to have you join our community and look forward to getting to know you.

This year's meeting includes three important discussions and votes that will have a significant impact on our association:

- 1. Dock Fee Increase**
- 2. Annual Dues Increase**
- 3. Road Project Presentation and Special Assessment Vote**

We encourage everyone to listen carefully to the presentations, ask questions, and participate in the voting process. These decisions are important to the future maintenance and improvement of our community.

On behalf of the Board of Directors, I would also like to thank all of the volunteers who have contributed their time and effort over the past year. Whether assisting with projects, serving on committees, helping at community events, or supporting association activities in other ways, your contributions are greatly appreciated and help make our association successful.

Finally, I would like to recognize Kathy and Linda, who are not seeking re-election to the Board this year. We extend our sincere gratitude for their dedication, service, and commitment to the association. Their time and effort have been invaluable, and we thank them for all they have done on behalf of our community.

Thank you all for your continued support of CTBEA. I look forward to a productive meeting and another successful year for our association.

Sincerely,

Scott Edwards
President, CTBEA

V. Treasurer's Report – Kathy Francese

- **Accept Preliminary Financial Report**

Kathy reviewed the Financial Reports

Motion to accept Preliminary Financial Report: Catherine Farrell

Second: Barbara Maidhof

No discussion

All in Favor: Motion Carries

- **Approve Proposed Budget**

Motion to approve Proposed Budget: Catherine Farrell

Second: Larry Blake

No discussion

All in Favor: Motion Carries

VI. Beach and Dock Report – Scott Edwards

- The docks are still under construction but should be completed by the end of the month. Please be careful of nails and screws
- A 4th kayak rack was added at the end of last season. Please remember the rack closest to the water is reserved for boat owners who paddle out to their moorings
- Conti Landscaping has completed the spring clean-up and will be mowing weekly. They have also held their price to the same as last year
- An additional umbrella was added to the top tier
- Tree trimming was done along the association roads and at the common area
- Winnepesaukee Island Services installed mooring balls. No mooring chains needed replacement
- A ladder will be installed at the end of the guest dock for the mooring boaters to access the docks easier

Additional Discussion

- Jon Tamkin requested that a warning marker be placed on the large rock near the guest dock, especially during low waters
- Barbara Maidhof suggested that the bubblers be turned on more frequently or add a 3rd bubbler as ice formed around the piers this winter and when the wind pushed the ice in, the dock collapsed
- Scott explained that both timers failed and 2 new timers were purchased
- Scott suggested we purchase a third bubbler as a back-up
- Len Smith asked to look into additional protection for the newly constructed docks
- Scott will look into ice-deflectors
- Scott will check the availability of dock insurance

VII. Road and Maintenance Report – Brendan Gaughran

- Snow removal was \$3,300 over budget
- Brendan asked members to take care of the sand in front of their property as there will be no street sweeping work done due to road conditions

VIII. Dock and Mooring Fees Increase

- When the dock project construction is complete, the dock account balance will stand at \$3,300
- It is necessary to build up the dock fund for any unexpected repairs
- The retaining wall at the beach may need repairs in the near future
- Gary Chehames suggested abandoning the dock and mooring price tie-in to the annual dues

Motion to raise the dock and mooring fees, independent of the annual dues, as noted below: Joe Holland

| | |
|-------------|-------|
| Front Docks | \$700 |
| Moorings | \$350 |
| Back Docks | \$300 |

Second: Chris Reynolds
For: 28
Against: 1
Motion Carries

IX. Discussion of Road Project and Special Assessment

Road Committee member Chris Reynolds spoke on behalf of the committee on their recommendations for the proposed repairs to Vere Royce Road

- The Road Committee agreed to use the guidance of the engineer, Mike Vignale to complete the project
- Bids received from multiple contractors. Some were to engineer specs and others were not
- Although not unanimous, the Road Committee is recommending using:
 - Mountainside Excavating Inc. to complete the ditch and drainage work at a cost of \$27,978
 - GMI Asphalt, LLC for the paving at a cost of \$78,200
 - Total for Road Project: \$106,178
- This is a different proposal than what was distributed to the members, but all agreed that it was acceptable
- The Senter Cove and Mason Road neighbors are only responsible for contributing to repairs on Senter Cove and Mason Roads, not Vere Royce Road

Written Confirmation of the following items is required before work begins:

1. Confirm that the bids for both aspects of the project (ditch & drainage/paving) are still valid
2. Provide confirmation that Mike Vignale will be overseeing both aspects of the project
3. Confirm with GMI the length of the roadway to be improved

Motion for a special assessment in the amount of \$3539 per lot owner for roadway and drainage improvements to Vere Royce Road and to be identified as a capital improvement project for the entire Association: Bob Shaughnessy

Amend: Steve Wofsy: The proposed special assessment of \$3539 to be split into 2 equal payments of \$1769.50 per lot owner, payable on July 1, 2026 and September 1, 2026

For: 21

Against: 7

Abstain: 1

Motion Carries

X. Annual Dues Increase

Discussion

- The Board of Directors recommended an increase of \$500 to the Association dues in order to start a Reserve Fund for future capital expenditures
- Monies collected in reserve could be placed in an interest-bearing account to increase revenue
- Do we want the dues increase to *only* go to a road fund? Suggestion of 25% of the dues increase go into the road fund

Motion to raise the annual dues to \$2,000 and \$1,000 of the dues to be placed into a Road Reserve Fund: Bob Shaughnessy

Second: Rich Francese

For: 21

Against: 7

Abstain: 1

Motion Carries

XI. New Business

Fishing off the docks is allowed but please be aware of swimmers and boats

XII. CTBEA Annual Picnic

The picnic will begin at the Common Beach area 1 hour after the meeting, 1:15pm

XIII. Dock and Mooring Lottery

No lotteries were needed for the front and back docks 2027 season.

| Front Dock 5/8 | |
|-----------------|-------------------------------------|
| Blake | <input checked="" type="checkbox"/> |
| Edwards | <input checked="" type="checkbox"/> |
| Lukis | <input checked="" type="checkbox"/> |
| Maidhof | <input checked="" type="checkbox"/> |
| Taylor (Lot 19) | <input checked="" type="checkbox"/> |
| Moorings 8/8 | |
| Eagan | <input checked="" type="checkbox"/> |
| Entwistle | <input checked="" type="checkbox"/> |
| Francese | <input checked="" type="checkbox"/> |
| Janiak | <input checked="" type="checkbox"/> |
| Potter | <input checked="" type="checkbox"/> |
| Reynolds | <input checked="" type="checkbox"/> |
| Shaughnessy | Guaranteed mooring for 2028 season |
| Smith | <input checked="" type="checkbox"/> |
| Tamkin | <input checked="" type="checkbox"/> |
| Back Dock 3/3 | |
| Hull | <input checked="" type="checkbox"/> |
| Gaughran | <input checked="" type="checkbox"/> |
| Taylor (Lot 16) | <input checked="" type="checkbox"/> |

XIV. Board of Directors Election

- Kathy Francese and Linda Smith decided not to run for another term on the Board of Directors and were thanked by the Association members for their years of service
- Chris Reynolds and Joe Holland were nominated to serve on the Board of Directors by Jon Tamkin

- Joe Holland nominated the current remaining board members Scott Edwards, Mark Taylor and Brendan Gaughran to continue on the Board of Directors

All in favor of the nominations

Board of Directors 2026-2027:

| |
|------------------|
| Scott Edwards |
| Brendan Gaughran |
| Joe Holland |
| Chris Reynolds |
| Mark Taylor |

XV. Adjournment

Motion to adjourn: Jon Tamkin

Second: Joe Holland

All in Favor

Meeting adjourned at 12:00

Respectfully submitted,

Linda Smith, CTBEA Secretary