

Little Mill Woods Condominium Association
Board of Directors Meeting Minutes
September 19, 2022

Call to order: Meeting was called to order at 5:05 pm.

Present: Jody Lyn LaChance, Barbara Leclercq, Tom Noll, Chris Roy, Yves Descoteaux

Guests: Kathy Deloge, Sandra Girard

Secretary Report: Minutes from the August 15, 2022 board meeting were reviewed.

MOTION: made by Yves Descoteaux to accept the meeting minutes as presented, seconded by Barbara Leclercq; Jody Lyn LaChance, Tom Noll, and Chris Roy in favor

Treasurer Report: Tom noted the budget continues to be healthy. Jody had identified one expenditure that should have been charged to reserve not maintenance account. Evergreen was notified of error and will fix and resubmit it to us. All dues are current. The board will be finalizing the 2023 budget shortly and it will be handed out to owners at the Annual Meeting. It was noted that several areas have experienced a substantial increase i.e.: contractors, insurance, utilities, etc.

MOTION: made by Barbara Leclercq motioned to accept the Treasurer report; seconded by Yves Descoteaux ;Chris Roy; Jody Lyn LaChance, and Tom Noll in favor.

Non-Public Session-With consensus of the board, the President entered in to non-public session. Session concluded at 5:30 pm with board consensus to move back into public session.

Existing Business:

- **Roof ridge Shingle Repair work** - Barbara contacted several roofing companies on Augie's recommendation, with few responses. She presented the board a quote from Lane roofing who gave us a generous discount for all three buildings. It was noted that these repairs need immediate attention as there is the potential for rain to enter the units themselves. Lane indicated they could complete work very soon.

MOTION: made by Chris Roy to accept the quote from Lane Roofing for roof ridge replacement work at 1,3,5 Valerie Court; 32,34,36,38 Christopher Drive and the Community Center; seconded by Yves Descoteaux ;Barbara Leclercq, Jody Lyn LaChance, and Tom Noll in favor.

- **Garden Committee Update-** The garden committee has decided to wait until spring to complete work in front of the community center. Fall mums may be planted around the front areas of the development.
- **No Parking Sign-**Jody has the sign that was MIA in her possession. This sign was placed on lower Christopher Drive due to numerous construction vehicles parking in the streets. Both Jody and the unit owner repeatedly asked them not to park there but it has been an ongoing issue. The unit owner will put the sign up once again while work is being done to help ensure the street remains clear of vehicles parking there.
- **Annual Meeting Proxy Form-** Kathy Deloge recommended that unit number be changed to street address to avoid confusion for owners. Form will be sent out in annual meeting packet. It is the responsibility of each unit owner to complete the proxy form in full (identifying who proxy will be), notarize, and return to Jody on time. Each unit gets one vote. Anyone attending the meeting cannot use the proxy form.

New Business:

- **Replacement Sensor-** Jody had someone come to adjust sensor on a lamp post at 31 Christopher Drive at no cost to us, unfortunately it did not solve the issue. Sensor was recently replaced by Seacoast Electrical Co. The board ratified the electronic vote made on 9/13/22.

MOTION: Barbara Leclercq approved the quote for sensor replacement by Seacoast Electrical in the amount of \$115.03. Yves Descoteaux seconded, and the motion passed with Jody Lyn LaChance, Tom Noll, and Chris Roy in favor.

- **Upcoming Planning Board Meeting-** Members discussed the various proposals that abut our development and are currently in front of the Planning Board. Owners have been notified. Jody, Tom, and Chris have confirmed they will be attending the meeting on September 20th at 6:30 pm.
- **John Burtt's passing-** It was with great sadness that the board learned of the passing of John Burtt. John was a long-standing member and past president of the LMW board. His ongoing commitment to the association and our community was recognized by members and our sympathies were extended to his wife Karen, and his entire family.
- **Annual Meeting Documents-**Members will meet on Wednesday, September 28th at 5:30 to prepare documents for mailing. The Annual Meeting will be held on October 22, 2022 at 9:30 am at the Sandown Town Hall.
- **Posting of Open Positions, Director and Secretary-**These positions will be posted at the post office. Barbara will run for the open Director position. The Secretary position remains open. Anyone interested in running for either of these positions can do so by notifying Jody or as a write in at the Annual Meeting.

.Adjourn:

MOTION: to adjourn made by Yves Descoteaux, seconded by Barbara Leclercq. Jody Lyn LaChance, Tom Noll, and Chris Roy in favor. Meeting adjourned at 6:45 pm.

The next board meeting will be held at 5:30 pm on October 10, 2022.

Respectfully submitted,

Chris Roy

Chris Roy, Secretary

LMWCONDOASSOC.ORG