

**Little Mill Woods Condominium Association**  
**Board of Directors Meeting Minutes**  
**April 17,2024**

**Call to order:** Meeting was called to order at 5:26 pm.

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

**Attendees:** Chris Roy

**Secretary Report:** Minutes from the February 19, 2024 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 in favor.

**Treasurer Report:** It was noted that Evergreen is a little behind and needed to make a couple of adjustments to where expenses were charged in February/March reports. New expenses include payment for our website, which is billed every two years. We continue to experience unforeseen costs with septic issues that have arisen over the past few months. A memo was sent to all residents and posted on the bulletin board to remind everyone not to dispose of wipes in toilets. The board will keep a watchful eye on septic issues and expenditures. As noted in the memo, moving forward any expenses that are determined to be caused by residents flushing wipes will be incurred by the unit owner and not the association.

The April report was not available for this meeting. Dues are current.

**MOTION:** made by Barbara Leclercq to accept the treasurer report; seconded by Yves Descoteaux; Jody Lyn LaChance and Tom Noll in favor.

**Existing Business:**

- **Upcoming Walk About-**Members again discussed the need for the spring walk-about to develop a punch list of things that need repair (blocks, stringers, power washing/staining, etc.) Barbara and Jody will coordinate schedules and select a date. It was also noted that the snow removal damage form will be sent to residents along with the approved minutes.
- **Septic Memo-** As noted previously a memo was distributed to all residents letting them know about the septic issues caused by wipe disposal and notifying residents that future costs for expenses incurred for this issue will be the responsibility of the unit owner and not the association.

**New Business:**

- **Greener Day 2024 Contract-** There is no increase to the cost in 2024. Treatments will be ongoing throughout the season at agreed upon times.

**MOTION:** made by Barbara Leclercq to approve the 2024 Greener Day contract, seconded by Tom Noll; Jody Lyn LaChance, Yves Descoteaux in favor.

- **Septic Cleanings-** Invoices will need to be re-submitted. Barbara will reach out to them to ensure invoices are sent to the board directly so they can be reviewed and approved prior to submitting to Evergreen for payment.
- **Mice Issue at Community Center-** Tom noted that Sandra Girard had set traps to catch the mice at the center. None have been seen since. The board extended thanks to Sandra for taking care of this issue.
- **Generator for Pump House-** At the request of a resident research was done to determine the

feasibility of getting a generator installed at the pump house. It was noted that during power failures, those who have generators do not have water because there is no electricity at the pump house. After reviewing old minutes and discussing this with Hampstead Water Company, it was agreed that the only way this would work is if every unit had a generator. If a generator was installed at the pump house, units without a generator would experience backwash into basements once their power was restored. Since we cannot mandate owners get generators, this cannot be done. All owners are encouraged to have extra water on hand and fill bath tubs when risk of power interruption is anticipated.

- **Secretary Position-** This board position remains vacant. Anyone interested in applying, please reach out to Jody.
- **2023 Tax Return-** Jody will be signing and submitting the 2023 condo association taxes.
- **Fallen Tree-** It was noted that a tree had fallen near the backside of the community center. After assessment, it was determined it poses no threat to the clubhouse.
- **Landscaping in front of Community Center-** Members of the Garden Club are gearing up for landscaping in front of the community center. Stay tuned! Tom installed the solar lights under the sign out front. Jody asked about the fencing around the flowers at the post office to ensure they don't get mowed down. Tom said he believed they were in the basement of the community center and will look for them.
- **LMW Sign-**Jody noted that the LMW entrance sign definitely needs to be refurbished. It is showing signs of wear and tear and it would be a much larger expense to replace if it is not properly maintained, especially the gold leaf lettering. She did receive a quote last year but because of other expenditures, it was deferred to a later time and recommends it be done this year, if possible.
- **Dumpsters-** The board held a brief discussion on dumpster usage. It was noted that the recycle dumpster was filled to capacity and had overflow left on the ground recently. Trash bin is emptied weekly, recycle bin is emptied bi-weekly. Members agreed that the expense of having recycle bin emptied every week is cost prohibitive. Since recycle bin is emptied every other week residents are asked to please make sure boxes are broken down before being disposed of, large disposals be split up over several weeks so that other residents have use of it as well. If you find either the regular or recycle bins are full, do not leave trash on the ground outside of dumpsters. The board appreciates everyone's cooperation.
- **Adjourn:**  
**MOTION:** to adjourn made by Barbara Leclercq, seconded by Yves Descoteaux.  
Jody Lyn LaChance and Tom Noll in favor. Meeting adjourned at 6:41 pm.

The next board meeting will be held on May 15, 2024.

Respectfully submitted,

*Chris Roy*

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