

Little Mill Woods Condominium Association
Board of Directors Meeting Minutes
October 7, 2024

Call to order: Meeting was called to order at 5:30 pm.

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

Attendees: Chris Roy

Secretary Report: Minutes from the September 9, 2024 board meeting were reviewed.

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

Treasurer Report: Tom reviewed August reports. He noted we are pretty much on budget and reiterated the end of year overages to be expected due to increases in electric and trash removal, along with administrative fees. Evergreen has paid past due invoices to Auger so the September report will reflect three months payment. Two of those months were not paid previously due to a bookkeeping error. The board reviewed the finalized 2025 budget proposal. It includes anticipated costs for ongoing maintenance and repairs, utilities, and monthly expenses. A \$15 per month increase (from \$350 to \$365) in condo dues will offset these increases. This increase will begin January 1, 2025. September reports were not available to review for this meeting.

MOTION: made by Barbara Leclercq to accept the 2025 budget as proposed. Motion was seconded by Yves Descoteaux; Jody Lyn LaChance and Tom Noll in favor.

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

Existing Business:

- **Power Washing and Painting Update-** Barbara noted that Scott has completed power washing of units. During the course of his work, it was brought to the board's attention that his initial quote would need to be adjusted. He informed Barbara that the mold was so extensive and dense, he had to go over many areas repeatedly. In addition, there was mold in channels, shingle areas, and around garage areas and door frames that required careful and painstaking treatment to remove. He also power-washed fences, PO area, and entrance sign. The board agreed he did a great job and had received several compliments from owners relaying their appreciation and satisfaction of his work. The board ratified their electronic vote for this work. Scott has set a tentative date of October 17th to complete trim painting of areas identified in the walk-about.

MOTION: Barbara Leclercq motioned to approve the revised power washing quote submitted by Scott's Painting. Tom Noll seconded; Jody Lyn LaChance and Yves Descoteaux in favor.

- **Entrance Sign-** As a follow up to last month's discussion on the Little Mill Woods entrance sign, Jody and Barbara met with a restoration company who submitted a quote to have necessary repairs made. The board ratified its electronic vote. Work is scheduled for January 2025. The sign will need to be removed and brought off-site for repairs. It will take approximately one month.

MOTION: Barbara Leclercq motioned to approve the quote from A Sure Sign to complete renovation work on the LMW entrance sign. Tom Noll seconded; Jody Lyn LaChance and Yves Descoteaux in favor.

- **Master Insurance Policy-** Evergreen reported that quotes from carriers for our master policy will be provided soon. It was previously noted that our current carrier is not renewing our policy.
- **Gutter Extensions-** Work has been completed on adding gutter downspouts at 42, 44, and 48 Christopher Drive. The board ratified its electronic vote for this quote.

MOTION: Barbara Leclercq motioned to approve quote submitted by Augi Traynor to add drain spouts at 42,44,48 Christopher Drive. Tom Noll seconded; Jody Lyn LaChance and Yves Descoteaux in favor.

- **Annual Meeting Update-** Everything is set for this year's annual meeting. Packets have been completed and will be mailed to residents later this week. Notice will be posted at PO. The annual meeting will be held at 9:30 am on October 26th at the Sandown Town Hall.

New Business:

- **Septic Tank Emergency Call-** Felix (Wind River) was called out to Building 3 after they reported issues with water pressure. Repairs were made. Service personnel noted inlet cover needs to have eye hook installed as existing one is broken. The board will obtain a quote for this work. Members ratified their electronic vote.

MOTION: Tom Noll motioned to approve the invoice for emergency septic work by Wind River. Barbara Leclercq seconded; Jody Lyn LaChance and Yves Descoteaux in favor.

- **NH SOS filing for LMW-** Jody and Tom will work together to ensure we are all set on the LMW Secretary of State filing in preparation for the Fin Cen filing in December.
- **Fin Cen mandatory filing –** As discussed previously, under the federal Corporate Transparency Act, Home Owner Associations are now obligated to register by December 31, 2024. Evergreen offers to provide this service to us at a cost of \$495, however after reviewing what it entails, the board voted to save the association that cost and register ourselves. Members ratified their electronic vote.

MOTION: Tom Noll motioned not to approve the quote from Evergreen to register LMW for Fin Cen mandatory filing, and instead have the board file directly. Barbara Leclercq seconded; Jody Lyn LaChance and Yves Descoteaux in favor.

Board members will provide Jody with personal documents needed for the filing.

- **Secretary Position-** Chris Roy has agreed to step back into the role of board secretary for the remainder of the term of office.

MOTION: Tom Noll motioned to reinstate Chris Roy for the remainder of the current Secretary term of office. Barbara Leclercq seconded. Jody Lyn LaChance and Yves Descoteaux in favor.

- **Adjourn:**

MOTION: to adjourn made by Barbara Leclercq, seconded by Tom Noll. Yves Descoteaux and Jody Lyn LaChance in favor. Meeting adjourned at 6:15 pm.

The next board meeting will be held on November 18, 2024, 5:30 p.m. This will be the last meeting before the holiday break.

Respectfully submitted,

Chris Roy

LMWCONDOASSOC.ORG