

Echo Hill North Association
At 163 Heatherstone Road
June 24, 2014

Attending: Lisa, Paul, Steve E., Liz, Pippa, Dick, Jim, Linda
Absent: Faythe, Steve B., Trudy

1. Approval of Minutes of April 8, 2014:

Moved to approve: Steve E.
Second: Paul
Vote: Approved unanimously.

2. Treasurer report (Paul)

- Currently 105 households have paid their dues for 2014, 19 households owe dues.
- Current bank deposit amount -\$13, 375.
- Total bank account balance -\$24,941.14 that includes CD plus checking.
- We have some liabilities to come including liability insurance. We need to have an inspection for renewal of insurance. We have not received bills from C. Hall & Son for mowing, NE Environmental for pond treatment or assessment, and Alan Wentworth for brush clearing.

3. Pedestrian cyclist safety in EHN (Elizabeth)

Elizabeth made the case to the President of the Select Board, Aaron Hayden, about the dangers of the current speed limit and number of kids on the street. He said to send a letter to Board. The letter from EHN had already been forwarded to the Board. Elizabeth provided Mr. Hayden with a copy of the letter in the meeting.

The Selectman offered suggestions to carve out a safety zone with a reduced speed limit and markers, such as planters and to keep the ends of the street at 30 mph. He noted surprise that the speed limit was 30 mph rather than 25 mph. Elizabeth observed that he seems supportive and that he recommended multiple solutions.

Elizabeth will call the head of DPW, Guilford Mooring, to find out what we can do this summer to advance neighborhood safety as any engineered solutions will take a least a year or two to implement. The traffic study has not been conducted yet. The DPW wants to do it when school starts, when traffic is at its fullest.

4. Pond (Jim)

The pond clean up day was a good workday, although not as many people showed up as in the past. The workgroup cut the invasives. Previous work has almost eradicated alomolive; however, the bittersweet is spreading. This spreading will be a continuing

hassle. We need to increase native species to overtake invasives. There were not as many pond weeds. The workgroup cleaned pathways to pond. The beach was in good shape as a result of earlier cleanup. Although there was an error in the type of sand ordered, there was positive feedback on the sand delivered.

Dick suggested posting a sign encouraging people to rake weeds. There are families who use the beach each day and don't participate in organized clean ups.

Jim suggested hiring someone, perhaps a neighbor's son, to rake down the beach and some of the weeds at the end of the day. There is increased use of the beach, with many more children. Jim will investigate legal issues of hiring a teenager to do this raking.

Jim talked to Scott (NE Environmental) about the pond quality. The pond is generally in good shape, probably because of the weather. He did the test for water clarity. There is clarity to 7 ½ feet, which is good. Sunlight will cause more weeds to grow. Scott thinks we made a good choice of what to do around the pond, i.e. monitor algae growth and water clarity to learn patterns of growth.

Dick submitted a table showing past pond treatment for the record.

Pippa suggested that we should send out bacteria readings on ecoli and phosphorus to neighbors and inform them that we will do coliform testing two times a year, in June and August.

5. Trees. (Paul)

Paul reviewed two tree requests since April. Very few people have asked for a tree removal consultation since the October 2011 storm.

The Board recommends that we enforce the tree consultation requirement more. Lisa will remind people in an email to "please consult the Tree Committee about tree removal."

6. Fall picnic.

Date: Sept. 20, 4-6 PM.

Volunteers:

Faythe- has handled food in the past; will ask her if she will continue with this task

Linda, Pippa – food and supply shopping.

Lisa: Flyer

Liz, Linda: Set up.

7. Covenant renewal (Linda)

Linda presented what is required and gave packet of needed materials and information to President and Treasurer.

- Application for renewal of the covenant must be filed by March 11, 2016. Application letter is drafted and included in packet.
- At February 2016 Annual Meeting must have vote on covenant renewal; need at least 50% of households to approve; send out proxy vote in late fall to insure sufficient voter participation.
- Must include updated list of all residents.
- Covenant renewal is for 20 years; attorney consultant suggested not applying earlier since 20-year period would start from the earlier approval date; however, it is critical that the application be submitted prior to the expiration date of March 11, 2016.

8. Annual Report to State (Paul)

Due November 1, 2014. The accountant alerted us to do it. The report should include a financial statement and a list of Board membership.

9. Request by 218 Alpine household to join Association (Lisa)

The Board reviewed by-laws and precedents in the drafted Policy and Procedures manual for adding new members. The precedent showed approval of new household additions within EHN; however, a request from a household outside of the EHN was not approved and would violate bylaws.

The Association needs to vote on new members at the Annual Meeting. The household needs to work with an attorney and change their deed. The Board agreed to accept 218 Alpine as a provisional member and to recommend to them that they pay the required dues to be able to use the pond this summer.

Move to approve: Jim.

Second: Paul:

Vote: Unanimous for provisional membership. Formal vote at the next Annual Meeting.

The Board discussed the pros and cons of bringing a motion for approval of a blanket vote by the Association to accept new members who meet by-law requirements but decided not to advance the idea of a blanket vote. The Board will extend an invitation to membership to all households on Alpine and Echo Hill Roads who are not currently members.

10. Policies and Procedures manual (Linda)

The Board reviewed the purpose and value of the Policies and Procedures Manual.

- The Board recommended that it be updated annually.

- The Board noted that the manual needs an entry to reflect the change from co-Presidents back to President and Vice President.
- Linda will edit and proofread and then resend to all Board members.
- The Board agreed to keep the manual as a document for Board use and not post on website.

Move to approve: Dick

Second: Paul

Vote: Approved unanimously.

Linda will proof and update.

11. Website (Pippa)

Website: echohillnorth.wordpress.com

The Board discussed the contents for the website.

- Pippa raised the question of posting photos and decided to take them down for privacy. The Board suggested that we ask neighbors to submit pictures of EHN if they have ones they want to share.
- Minutes will go on website.
- Governance and by laws will be posted.
- Family listserv – there have been some postings. People were enthusiastic but it is off to a slow start.

Paul reminded us that we are the Echo Hill Association, not Echo Hill North Association.

12. Email discussion policy (Lisa)

The Board discussed some of the concerns that have come up with email communication. There have been concerns about trying to address complicated or controversial topics on email, unnecessary responses, and lengthy emails that become confusing and need in-person attention. The Board agreed to the following guidelines:

- Board members should not address controversial topics or topics that require attention to new information, knowledge and detail on email.
- Documents with information that support agenda items should be sent to Lisa about 10 days before a Board Meeting. Lisa will attach the document to the agenda and send out before meeting. Lisa will send out the agenda and any accompanying materials about a week before the meeting to allow time to review.

13: Additional items:

- What to do about debris left at pond? The Board discussed; however, no Board solution was determined at this time.

- Board members noted that a rented house on Aubinwood, next to the Sopers, is not being adequately maintained and might be out of compliance with the housing of four unrelated tenants. The tenants have been paying the rent. Jim will check out.

Adjourned 9:40 PM.

Sincerely,

Linda Terry, Co-Secretary