

Exeter River Cooperative, Inc
10 Vincent St.
Exeter, NH 03833

Board Meeting Minutes
January 6, 2016

Attendees:

Sherry Mastromarino, President
Jan Goodwin, Treasurer
Mark Raynes, Operations Manager
Roger Ellis, Assistant Director I
Alison Pickwick, Assistant Director II
Heather Elie, Secretary

Delayed:

Rose Comeau, Vice President-Arrived at 7:09pm.

The President opened the meeting at 6:01pm.

Additions to Agenda: Secretary's Report 12/10/15, Action Without a Meeting.

Opening Remarks: The President asked that all members turn off their cell phones, no side conversations. If anyone has questions please direct them to the chair and she will direct them to the appropriate board member for an answer.

Secretary's Report

Motion: to approve secretary's report dated 12/2/15, by Jan Goodwin, seconded by Mark Raynes. Yes 6/No 0. Motion carried.

Motion: to approve secretary's report dated 12/10/15, by Jan Goodwin, seconded by Mark Raynes. Yes 6/No 0. Motion carried.

Treasurers Report

DSCR for the month of November 2015 is 1.0806, YTD is 1.1223. Total income for the month of November-budget \$169,790.00, showing activity of \$167,776.08, with a variance of \$2,013.92. Maintenance expenses totaled \$30,695.12, with a variance of \$22,004.53. However we went to Citizens to recover some money. They transferred \$26,338.27 into our operating account to cover some of our emergency losses due to infrastructure. Total expenses for November totaled \$146,026.02, over budget by \$12,772.10.

Motion: to approve treasurers report, by Mark Raynes, seconded by Alison Pickwick. Yes

6/No 0. Motion carried.

Operations Report

- Parking on the roads is now prohibited and will be enforced by ticketing and towing the vehicles. Visitor parking at the mail house parking lot will also be strictly enforced. During snow emergencies there will be no warning, illegally parked vehicles will be towed, this includes after storm clean up.
- We have had to go around and fix snow stakes due to vehicles hitting them and children playing with them.
- We are still waiting for a quote from Sandbox for the Isolating water line/curb stop project.
- On the 2 Ton Hot Box, due to certain discrepancies in the ad, we received a \$1,500 credit, making the total cost of it \$8,000. It will not fit on the trailer we have, so it will be used on the dump truck.
- We had another water line break on Cornwall Ave and Sandbox was called in. Total cost of emergencies on Cornwall water leaks was \$28,280.15, we replaced around 50 feet of water line and this will be considered an emergency Capital Improvement.
- Lindenshire Station alarm went off a couple times this month and we believe it was just build up on the floats.
- Sherborn was called in only once this past month for Cornwall Station. A buildup of baby wipes was in the motor.
- Trash and Leaves were picked up around the park in all general areas.
- Our case needed major repairs this month due to prior years neglect on the maintenance of the vehicle
- We had about 5 sewer calls this month for clogged drains, one was at the end of Hilton Ave that we could not unplug so we called in Felix Septic. They got their jetter line caught in the sewer line and had to cut the line. Sandbox was called in to dig up the sewer line and massive roots were entangled throughout all the pipes. 3 Trees were removed as Sand box dug further down the line. A temporary pipe has been put in and we expect to dig up another 50 to 100 feet more before it will be working properly again. Cost so far is \$9,370.00. This will be an emergency Capital Improvement.
- In the middle of this sewer problem, a main storage tank pipe broke and Pump Systems was called to repair it 2 days before Christmas. Pump Systems was unable to send anyone to help us, fortunately Sandbox came to the rescue again and attempted to repair the line before Christmas, but was unable to repair the line until the following Monday, which left us on Town water for about 5 days. Total cost of repairs was \$16,968.27. This will be an emergency Capital Improvement. A couple of days later a filter pod mechanism glitched, which caused very low water pressure, Pump systems was able to repair this by the end of the day.
- On December 29th we received our first snowstorm of the season, it lasted much longer than expected and changed to ice later. Plowing was done all day and sand and salt was done later in the day and the next day. The 31st we scraped up all the roads in the afternoon. Some members were out plowing to help, we suggest they coordinate with maintenance, we have a schedule to plow in order to allow the sand and salt to do its job and it should not be plowed up early.

Motion: to approve operations report, by Alison Pickwick, seconded by Heather Elie. Yes

6/No 0. Motion carried.

Maintenance Request-

Roger Russo at 32 Hilton Ave wants to extend porch to 14 feet.

Motion: to approve maintenance request form, by Mark Raynes, seconded by Alison Pickwick. Yes 6/No 0. Motion carried.

Committee Reports

- Finance-Met on December 30, 2015.
 - 5 members present
 - Discussed October Financial's and found nothing to be concerned about.
 - Novembers financial's we found the DSCR was a little low. Discussed infrastructure problems we have been having and the amount of money being spent on Sandbox to fix our problems under the roads and homes.
 - Petty Cash shows-\$300.20
 - Social Committee-\$72.29 with 10 gift cards
- Maintenance-Met on December 17, 2015. Next meeting January 14, 2016
 - The Hot Box we purchased was not as advertised to the company refunded \$1500.00.
 - The loader is waiting for parts. We are fixing it "in house"
 - Sewer backups and water leaks have been the norm lately.
 - Plows and plow drivers have been arranged.
 - Finding water shutoffs at each residence is ongoing.
- Membership-Committee met 3 times in December
 - 12/7/15
 - 3 Members Present
 - 1 packet reviewed and recommended for approval
 - 12/16/15
 - 3 Members Present
 - 1 packet reviewed and recommended for approval
 - 12/28/15
 - 4 Members Present
 - 1 packet reviewed and recommended for approval
- Grievance-Met on December 10, 2015. Next meeting January 7, 2016
 - 30 Day-3 Fixed
 - 14 Day-6 Fixed, 3 to the board
 - New-12
- Social-Met on December 8, 2015. Next meeting January 12, 2016 at 6pm
 - Discussed final preparations for Christmas Party, which went wonderfully!
 - Decided to have an ongoing snowman contest with a prize of a \$25 gift certificate to New England Pizza
 - Next dates for Mug Up-January 12th and January 23rd
 - Arranged an afternoon cookie decorating activity for Sat. January 16, 2016 from 1pm-3pm. Kids and adults are welcome!

Old Business

Auction Info-No auction information at this time. We thought there would be but we are still waiting on more information.

New Business

Website-

Motion-to approve website proposal for \$1500.00, by Mark Raynes, seconded by Jan Goodwin. Yes 6/No 0/Abstain 1. Motion carried.

Action without a Meeting- Action signed on 12/17 to approve Kevin Fisher and Nancy Roberts for membership at 7 Juniper Street.

Open Forum

A member stated they thought the website cost too much money and asked if there were more quotes coming. **Answer**-No. The board voted and agrees it is a good quote.

A member asked why the sander wasn't working when it drove by the other day. **Answer**-Occasionally it gets stuck or they might have been plowing at the time.

A member asked for clarification about members helping with plowing. **Answer**-We appreciate the members helping but would like them to check with us first to coordinate timing to make sure the sand and salt isn't being plowed up to soon and has a chance to work properly.

A member asked if we can get sand from maintenance for use at our homes. **Answer**-Yes, there is a blue bucket by the maintenance garage and also an area covered by a blue tarp that can be used. Just contact maintenance and we can assist you.

Meeting break at 6:45pm.

Meeting resumed at 6:55pm.

Moved to executive session at 6:56pm.

Out of executive session at 7:20pm.

Motion-to extend Dorothy Thompson contract at 21 Juniper Street for 3 more months, by Alison Pickwick, seconded by Mark Raynes. Yes 6/No 0/Abstain 1. Motion carried.

Motion-to approve Sara Willett for membership at 17 Cornwall Ave, by Roger Ellis, seconded by Alison Pickwick. Yes 7/No 0. Motion carried.

Motion-to approve the January 2016 Newsletter for distribution, by Alison Pickwick, seconded by Roger Ellis. Yes 7/No 0. Motion carried.

Meeting adjourned at 7:28pm.

Approved 2/3/16, Amended 3/2/16