

MOODY POINT COMMUNITY ASSOCIATION
MINUTES OF BOARD OF DIRECTORS MEETING
April 19, 2010

The Board of Directors of the MPCA meeting was held at Dick Ormrod's home, 10 Eagle Drive, Newmarket, NH @ 7 p.m.

Board Members :

President/ Board member at large: Pat Gardner
Vice-president/Board member at large: Peter Roy
Secretary and Board member from The Ridge: Cari Moorhead
Board member from The Waterfront: Bill Cormier
Board member from The Hill: Dick Ormrod
Treasurer: Tod Rodger. Joanne Johnson also present
Don MacKinnon from the Meadow
Board Member from Lubberland Creek: Paul Pensiero

Property Manger:

Representative from Great North Management Company - absent

Committees:

Environmental Committee Co-Chair, Beth Marsh
Water Systems Committee Chair, Jim Fitzpatrick
Community Life Committee MPCA rep, Cari Moorhead

President: Called meeting to order at 7 p.m. Meeting started after 6:30 p.m. site walk of the two out buildings related to water and sewer.

The minutes of the last MPCA Board Meeting

March 15, 2010 minutes approved. February minutes not submitted for approval due to computer "glitch" – will attempt to retrieve and/or reconstruct.

Treasurer's Report:

End of year expenses may be over by budget by approximately \$20,000 due to additional expenses in water, sewer, tree removal expenses and legal expenses related to drainage and determination of lot 13 ownership. The largest expenses is the water and sewer related repairs and maintenance. We plan to start work on 2010-2011 budget, in particular we will be looking at water related expenses. Tod Rodger continues to work with Great North to insure that all of the expenses are being charged to the correct line items, and while there appear to be improvements there are ongoing issues. There is no discretionary spending for the rest of the year.

Discussion about review of the requirements for our property management company. Jim Fitzpatrick, as past president, and Pat Gardner as current president, will work together on creating the list of administrative requirements for services required. Tod Rodgers will work on creating the list of the financial requirements.

Late fees: Late fees will be charged as a matter of course. We plan to draft language to be sent to residents who may have late fees in future. Appeals to late charges must be made in writing to the board.

Two appeals to late fees reviewed and approved.

Discussion of Reserves - Bill Kath presented to the Board a general overview for the newer members as to the reserve system as he understands it, and his overview of it [thank you to Bill from the Board for his efforts]: Per Bill, to ensure fiscal health the MPCA has created an overview of our significant capital assets (items over \$2,000), their age, and their replacement cost. In 2006 we had a total of approx. \$472,000 in value of infrastructure. At that time we had no reserves, and we would need a special assessment every time a major capital item is replaced. To be fully reserved at that time would have required a reserve of \$270,000. At that annual meeting, the community agreed to a compromise strategy-to include \$40,000 per year in our annual budget to build the reserves gradually, so that over time we would have sufficient replacement reserve to stay even with the replacement cost. We are progressing with this middle approach, and have built up a current reserve of \$120,000. Each year we add money, \$40,000 now, and spend some to replace major capital items.

2009 WSC Capital Reserve Analysis-September 10, 2009 (as presented by Bill Kath at the 2009 annual meeting)

As in 2007, this analysis excludes our water/sewer distribution lines (estimated at \$1-2,000,000). The 35 major WSC components have an average calculated life of about 27 years. 2009 Replacement Value is estimated to be about \$632,000. (This includes the new cistern). Current average age of these components is about 13 years. Annual component "depreciation" is calculated at about \$23,000. Our cumulative calculated depreciation to date is \$270,000. (Subtracting current \$80,000* reserves leaves a calculated "gap" of \$190,000 (*now \$120,000 after the 2009 contribution)).

Per Bill, recommended WSC reserve contribution is the annual depreciation plus 1/14 of the "gap". This is approximately \$36,000 for the 2009/10 Fiscal Year (\$23,000 plus \$190,000/14 years. Prior to the Annual Meeting the Board will address the reserve funding annual contribution.

Committee Reports:

(a) Environmental Committee/MP4 – Beth Marsh, EC Chair

Status regarding storm repairs and Lot 4 maintenance. Loggers coming the end of the month. Bartlett will take care of any ruts on the trail created by them pulling out their equipment which became stuck on the trails. Detailed list was provided by Waterfront to Bartlett re: previously agreed upon work that needs to be completed as part of the various agreed-upon estimates. Beth will follow up on behalf of the EC and Trish Simon of the MP4 will follow up on individual requests, which individual requests are paid by the individuals and not the MPCA.

Blanchette contract – Very specific contract provided. The prior contract listed the charges for service without significant detail, where the new contract details all of the services to be provided in detail as well as a breakdown of fuel surcharges. EC recommends renewal of the Blanchette contract. Pat Gardner Moved, Bill Cormier seconded and the Board unanimously approved renewal of the Blanchette contract which is for a three-year term.

MPCA Letter sent by certified mail to resident who engaged in unapproved cutting on Lot 4 to cease and desist or face fines.

Fireworks: There were fireworks sent off recently on Lot 4. One resident has taken responsibility for this and has apologized to the Board and the community for doing so, and he was very clear that there will be no further issue with fireworks. Board was not clear whether the town permits fireworks and EC will look into this. [Update post – meeting: Board learned that a fireworks permit is required which was not obtained here, so a certified letter will be sent out to the resident to cease and desist fireworks or face fines for lighting fireworks on MPCA property].

Recommendation: EC will write up a specific policy statement for the use of the trails for the manual to be given to all residents, which would also address the fireworks issue.

Tree removal: Pat Gardner will work with Al Pace to ensure that the work of tree removal will be done in accordance with the contract. Removal of trees around the pump house for safety reasons was determined, and will be included and increase the initial tree-removal estimate by \$2,500.

Board is obtaining paving estimates to deal with the damage done by the tree removal heavy equipment placement. Estimates range \$5,000-\$7,000.

(b) Water Systems Committee - Jim Fitzpatrick, WSC Chair

Recent Sewer System Repairs:

Heavy rains in March and April resulting in high groundwater levels, highlighted on-going inflow problems with the sewer system and lift station. The WSC has contracted for the repair of identified deteriorated manholes over the last two years. These recent rain events put the system in a severe overload condition, threatening a spill and forcing our pumps to run excessively. While groundwater levels were still high subsequent investigation identified three manholes allowing major inflow of water necessitating immediate repair. One of the manholes was broken at the time of original installation and the break covered-up. The emergent repairs were made at a cost of \$6000.

Backup Generator and Water System Upgrades:

In the wake of recurring power outages at Moody Point, the Board asked the WSC to research the required size and costs associated with installing a backup generator for the potable water system. A review by our water system maintenance contractor, a 3rd party electrical contractor, and by WSC member Bruce Johnson using standard industry formulas all yielded a 50-60 kVA requirement for generator capacity based on our well house electrical demand. Units of this size cost between \$18,000 – \$23,000. A concrete support pad and propane storage tank and pad would also have to be installed. Connecting power line and associated relays would also need to be incorporated into the well house electrical panels.

The WSC strongly recommends that, before a generator and additional circuitry be added, the existing electrical controls be moved away from direct exposure to spraying water from leaks in the pump room. We have had two costly events of this nature in the last year. A contractor's estimate for a minimal addition to the building to house the electrical is approximately \$12,000 with associated concrete footings and pads for the generator. Further, we have an electrical contractor's estimate of approx. \$10,000 for the relocation of the wiring and system control panels. Costs may vary under a single General Contractor.

Recommendation of the WSC:

As soon as funds can be supplied and approved, the WSC recommends the following work done i.e., build the addition and move the electrical panel first with provision in the electrical work to account for the generator, and as fund can be supplied then the generator. The Board discussed a stepped approach, and discussed the need for a general contractor and the cost efficiency of doing the work in one project versus stepped over a period of two years. The WSC will come back with further recommendations on this issue. The Board agrees with the WSC that the work does need to be done. Further discussion needed on the staging of the work, i.e., over one or two years. We will need to have a clear budget plan for the work in time for the annual meeting. Action items, WSC will proceed to develop plans and gather estimates for the project.

Additionally, there is a roof leak at the lift station, which threatens to damage electrical equipment and controllers. Board unanimously approved [Pat Gardner moved, Don MacKinnon seconded and the vote was unanimous] expenditures to spend up to \$3,500 to fix leak ASAP with the proviso that the WSC obtain three estimates to obtain the most cost efficient approach to fix the roof.

Action item: On behalf of the WSC, Jim will approach the CLC to discuss the implementation of a "Timely Topic" tour of water system with discussion of water system. Date to be determined.

(c) Community Life Committee - summary read by Cari Moorhead

Community Life Committee /Wed, March 24, 2010

- Discussion of MPCA's request to add cell phones to the address list on a voluntary basis. This will assist in communication in the event of lane line outage.

Action items:

- Send out an e-mail to the community requesting cell phone numbers.
- The address list will be available at the annual meeting for further refinement.
- Discussion of MPCA's request for an update on the screen house policy.

Action items:

- CLC members will merge current screen house policies to create one single policy.
- Merged policy will be sent to the Board as an FYI, they have already been approved by the board.
- Once the Board views final version we will place on the website.

Definitions of CLC events

- **CLC Sponsored:** Coordinated by the CLC Committee and open to Moody Point Community.
- **CLC Affiliated:** Approved by CLC, coordinated by Moody Point Resident and open to the Moody Point Community.
- **CLC Approved:** A private affair, approved by CLC, but managed by private individual.

CLC does not contribute to the budget of CLC affiliated or CLC approved events.
CLC never uses Moody Point budget for the purchase of alcohol.

Finances / reimbursement and receipts

There were no receipts or reimbursements this month.

Social Activities

Timely Topics and Other topics

Timely Topics - Discussion of day of the week for timely topics was discussed. It was determined that Sunday should continue to be used for timely topics. A reminder will be sent out prior to each scheduled timely topic in order to ensure that the community is aware of the timely topic.

BYO Parties

- They have been successful throughout the winter.
April BYOs are scheduled. Still working on hosts for BYOs in May.
- Post Race Party April 11 Location: Badger/Steventon driveway.
We are doing a water station in a new location.
Race Day info was hand delivered to Ridge residents without e-mail.

Communication

- Bulletin Board - The Bulletin Board is up to date and complete.
- Newest Telephone Directory- Complete thanks to hard work of Andra New Residents? - Welcome packs being delivered.
- Web Site /Lyn R Website will be updated upon Lyn's return.
- Moody Point communication list - The Committee determined that once a Member has left the community they should be removed from the Moody Point Address List.

Upcoming Events

- MP Art Show
The MP Art Show has been delayed until the fall.
It will be held in Gisela's garage and will include Art and Crafts.
- Book Exchange...Colleen Fitzpatrick...May 8
This is a CLC affiliated event
- Reservations for screen house for June 5/Fitzpatrick + and September 18th/Bouthot
- Road Rally, CLC affiliated event, will be on June 5th. It is sponsored by Fitzpatricks, Badgers, and Kath's. More information to follow.

Next CLC Meeting: May 12th at Lynn Badger's home.

4. MISC.

- a. Lock boxes – Cari. Examples available thanks to Paul Pensiero. Cari will follow up with the fire department re: the master key issues.
- b. ARC – to answer a question form a concerned member regarding who is responsible for design approval issues, it is not the MPCA. Rather, each Association (there are five) has its own review committee. Design issues in an association are the responsibility of the respective associations.
- c. Resident letters re trees – We have been notified by two residents that they have sent letters to the Rockingham County Superior Court in the Lot 13 litigation regarding the storm damage on Lot 13 as it pertains to their homes.
- d. New business: FEMA update. Dick has looked into the funding. Looks like it is for property damage rather than clean-up.

For future meeting – Discussion of resident concerns regarding the road race.

The next regular meeting – Monday, May 17, 2010 @ 7 p.m. at the home of Pat Gardner.

June – Peter Roy, July - Don MacKinnon.

The meeting schedule is the third Monday of each month, except for the first Monday in December, due to the holidays.

Respectfully submitted,

Cari Moorhead
MPCA Board Secretary