

**MINUTES**

The regular meeting of the Board of Directors was held on Saturday, June 24, 2017 at the Chimney Hill office in Wilmington, Vermont. The meeting was called to order by Patricia Nye, President, at 9:36 AM. Present were Kerri Tyerman, Diana Gould, Gene Clark, Craig Creller (phone) and Jane Cary. Also present was Kenneth B. Spicer, Executive Director. Members in attendance were Keith Herbert and Robert Flynn.

Upon a motion duly made and seconded, it was **RESOLVED** to accept the minutes of the May 27, 2017 Annual Meeting of Members and the May 27, 2017 Board of Directors meeting with corrections.

**FINANCIAL REPORT**

Ken Spicer, Executive Director, reviewed the financials that were handed out at the beginning of the meeting as of June 23, 2017. Upon a motion duly made, seconded and unanimously approved it was RESOLVED to accept the financial report (below):

<b>ASSESSMENTS &amp; SERVICES</b>	2017-18 BUDGET UNITS	2017-18 COLLECTED UNITS	2017-18 COLLECTED \$	LAST MEETING 5/26/17	LAST YR. 6/24/16
Assessments – (H) (includes 76 ½ pmt. Houses)	530	439	473,218	376	410
Assessments – (L) (includes 7 ½ pmt. Lots)	60	43	36,297	38	41
Special Water Assessment	530	466	46,600	386	463
Assessments – DRL	177	171	29,543	145	160
Prior Assessments	0		\$3,593	\$3,543	\$8,642
Seg. Allocation – (H)	0	485	48,500	407	482
Seg. Allocation – (L)	0	47	1,175	41	48
Prior Seg. Allocation – (H & L)	0		\$125	\$125	\$325
Rubbish – Summer	7	6	1,680	5	5
Rubbish – Year-round	21	14	6,412	13	19
Renter Guest – Summer	6	4	1,700	4	6
Renter Guest – Year-round	33	35	25,480	25	27
Renter Guest – Winter	22	3	1,125	3	0

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Renter Guest – 5 Use	15	4	540	2	8
Plowing/Rubbish – Year-round	98	91	63,427	78	97
Plow/Sand/Rubb. – Winter	38	3	2,400	3	2
Plowing/Rubbish - Winter	30	3	1,794	4	3
Plowing/Sand/Rubbish – YR	157	159	141,436	136	144
Plowing/Sanding	37	8	5,120	8	6
Plowing	85	10	4,110	9	7
TOTAL Renter Guest	76	46		34	41
TOTAL Plowing	445	274		238	259
TOTAL Rubbish	351	276		239	270
TOTAL Services	872	596		511	570

BANK BALANCES OPERATING	AS OF 6/23/17	LAST MTG. 5/26/17	LAST YEAR 6/24/16
Checking	4,825.90	169,802.17	65,921.75
Money Market – Peoples (.35%)	244,942.80	154,902.61	14,886.87
Merchants Spec. Activities MM	1,987.36	1,517.36	2,734.98
Brattleboro S & L MM (.35%)	244,968.85	204,911.87	246,330.22
Citizens Bank MM (.02%)	0.00	0.00	226,694.06
Citizens Bank ckg.	0.00	0.00	1,900.00
Peoples Bank. – ins. liability	2,800.12	4,692.62	2,119.56
TOTAL Operating	499,525.03	535,826.63	560,587.44

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BANK BALANCES RESERVE	AS OF 6/23/17	LAST MTG. 5/26/17	LAST YEAR 6/24/16
Seg. MM – Peoples (.35%)	128,816.02	129,310.10	254,262.61
Citizens Bank MM (.30%)	229,680.71	195,083.85	0.00
Citizens Bank ckg.	25.84	25.84	0.00
Seg. MM – TD Bank (.10%)	0.00	0.00	0.00
TOTAL Reserve	358,522.57	324,419.79	254,262.61

**NEW BUSINESS/LETTERS**

Patricia Nye, President, asked that the Board allow Mr. Flynn to address the Board at this time. Hearing no objection Pat asked Mr. Flynn (owner of CHOA lot # 261 Fern Lane) how the Board could help him.

Mr. Flynn addressed the Board concerning his situation with the spring located on the Dayton’s property, DRL lot # 260 Fern Lane, and how it would affect his property when he decided to build, which he hoped to do in the next year. Mr. Flynn has been receiving information concerning the negotiations between Chimney Hill, Mr. and Mrs. Dayton and the Bruce Willard camp property located below Fern Lane. Mr. Flynn appreciates the efforts of the Board but would like to see specific wording concerning any future location of a well on the Willard property to assure it will not interfere with the placement of a septic area on his property and prevent him from building.

Although the agreement under consideration, in the view of the Association’s attorney, is adequate and addresses this issue Mr. Flynn would like to see a specific distance of not less than 225 feet from the property line.

The Board thanked Mr. Flynn for his comments and concerns in this matter and advised him that this would be discussed with our attorney and that we would get back to him in this matter.

Letters

Ken Spicer reviewed a letter received from Joyce Kavanaugh and Inez Martinez, # 13 K-Loop, requesting the reinstallation of the ping pong table at the Clubhouse. After review the Board asked that the table be placed in the theater room for play during non-activity, meeting or movie times.

Town of Wilmington Tax Auction

Ken Spicer reported that the Town of Wilmington tax auction was held on June 22, 2017 at the Town office in Wilmington, Vermont. Of the six Chimney Hill properties approved by the Board to be bid upon only one property, Lot # 560 Upper Dam Road, was available as the other properties available for delinquent taxes had paid.

Ken reported that he was the successful bidder for the association on Lot # 560 Upper Dam Road for the minimum bid amount of \$ 1,278.86. If not redeemed by the owner by June 22, 2018 the association will take ownership of the property.

## **OLD BUSINESS**

### Request for Right of Way – Willard Camp Property

The Board will consider the request from Mr. Flynn concerning adding a 225 foot isolation distance from the property lines to any future well constructed on the Willard property (see New Business) after review by the associations attorney.

### Board of Directors Ethics Policy

The Ethics Policy for the Board of Directors was discussed at length primarily in regards to where it included statements that were already in the by-laws as well as the correct definition of “ethics”. It was suggested that a much shorter statement might be more appropriate. Since Kerri Tyerman had already done extensive research on this document, she agreed to re-work the policy. As a corollary to working on an Ethics Policy, it was also suggested that the by-laws should be gone over by the Board and updates recommended.

### Rules and Regulations

Upon a motion duly made, seconded, and unanimously carried it was ***RESOLVED*** to approve the Chimney Hill Owners Association, Inc. Rules and Regulations, as amended, this 24<sup>th</sup> Day of June 2017.

## **EXECUTIVE DIRECTOR’S REPORT**

Ken Spicer reported that recycling of household food waste will not be mandatory until 2020. Beginning July 1, 2017 the state encourages the public to recycle household food waste and local landfills will have areas for this type of waste for recycling. Ken reported that in speaking with our disposal companies they felt that the mandatory food waste recycling for individuals may be changed by 2020 based on cost and inability to enforce.

## **COMMITTEE REPORTS**

### Architectural Control Committee

Gene Clark, Chairman of the Architectural Control Committee, reported that two requests for variances were received by the committee at this morning’s meeting of the committee.

1) Request by the owner of # 668 Greer Court, for enclosing a three sided shed that does not conform with association set back requirements. The request to close in the shed was made by the owner based on family circumstances and safety issues. Gene reported that the committee recommended to the Board that the request for variance be approved.

Upon a motion made, seconded and unanimously carried it was RESOLVED to approve the recommendation by the Architectural Control Committee to approve the request for a variance to enclose a three sided shed within the required set backs at # 668 Greer Court.

2. Request by owner of # A-8 Howe’s Loop, for a two and one half foot variance within the twenty foot set back requirement for a new deck addition. Gene reported that the committee recommended to the Board that the request for variance be approved.

Upon a motion made, seconded and unanimously carried it was RESOLVED to approve the recommendation by the Architectural Control Committee to approve the request for a variance for a new deck at # A-8 Howe's Loop.

**EXECUTIVE SESSION**

None.

**OTHER BUSINESS/OWNER/PUBLIC COMMENT**

At the May board meeting, Jane Cary suggested revising the Board meeting schedule to include 4-6 Board meetings per year with extra meetings being called as necessary or carried on by phone or computer. The Board agreed to try out fewer meetings. The next meetings were proposed for Saturday, September 9, 2017 and Saturday, November 11, 2017 both at 9:30 AM at the office.

It was with sadness, the Board was presented with a letter of resignation from Board president, Patricia Nye, a 40+ year Chimney Hill owner, effective on June 30, 2017, as her home in Chimney Hill will be sold on this date.

**NEXT MEETING DATE**

The next meeting of the Board is scheduled for Saturday, September 9, 2017, 9:30 AM at the office and November 11, 2017, 9:30 AM at the office.

Footnote: Since the June 24, 2017 Board meeting the next meeting date has been changed from Saturday, September 9, 2017 to Sunday, August 27, 2017, 9:30 AM at the office.

The meeting was adjourned at 12:21 PM.

Respectfully Submitted,

Diana Gould, Secretary