

THE NEIGHBORHOODS AT WOODLAND POND
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
June 17, 2025

1. The Board Meeting was called to order at 6:00pm. Board Members present were: James Hulbert, Stephen Dacey, Ashley Prindle, Steve Tetrault, and Missy German. Present from Evergreen Management was Pauline Martin, Association Manager.

2. Open Session: Owners in attendance addressed the Board.

Diana Driscoll questioned the need for the Board to increase the Board Members to seven (7) members and if this was permitted per the Bylaws. James Hulbert stated that this would be discussed by the Board and the Bylaws do permit up to seven (7) Board Members.

An owner inquired why the pool ladders have not been installed in the pool, the Board advised that the pool ladders will be installed this week, the delay was due to the pool replastering.

An owner reported that the stone wall by the tennis court had some loose stones.

Joan Green inquired if a community wide yard sale could be held, the Board advised they will discuss this request.

An owner reported that speeding within the neighborhood continues to be an issue. Another owner volunteered to reach out to the City of Manchester Alderman to discuss this ongoing issue. All residents should contact the Manchester Police Department when they witness speeding within the neighborhoods as well as City leaders.

Open Session ended at 6:09pm.

3. Management Report:

3.1.The next meeting will be held in early September.

3.2.Meeting Minutes: The April 14, 2025, Meeting Minutes were approved and ratified by the Board.

3.3.The financial statements for March thru May 2025 were approved and ratified unanimously by the Board.

4. New Business/Updates:

4.1 The Board reviewed the task lists from April thru June. No further action needed.

4.2 The Board tabled scheduling the 2025 Board Meetings.

4.3 The Board ratified their email approval vote to appoint Steve Tetrault from Overlook Cottages to the Board of Directors. Claude Lemieux recently resigned from the Board. Steve Tetrault will serve as Vice President.

4.4 The Board discussed the installation of cameras for the tennis court. A resident from Cedar Edge, Bill Blue, offered his suggestions on trail cameras. The tennis court does not have electrical power nor wifi, therefore the only option would be to install a trail camera. Another resident from Cedar Edge, Bob agreed to look into viable cameras and will reach out to Bill Blue. Stephen Dacey motioned to spend up to \$200 for cameras, seconded by Jim Hulbert, all in favor. Signs have been posted on the tennis court itself that no pets are allowed in the tennis court. There has been some individual(s) using the newly re-surfaced tennis court as an area to play fetch with their dogs, resulting in many scratches on the tennis court surface.

4.5 A discussion was held on the installed cameras in the clubhouse and pool area. The cameras are necessary to identify individuals causing damage to the facilities. There have been many instances where the curtain rods were ripped off the wall in the Great Room, along with damage to the walls requiring unnecessary costs to make repairs. The cameras were legally installed and there are signs posted in many areas to capture any offending individual causing damage to the facilities. The cameras capture only video feed, not audio sounds. The Board agreed that the camera video footage will only be viewed should any damage be noted, or a resident reports any issues.

4.6 The Board tabled the discussion of increasing the Board Members from five (5), to seven (7) members.

4.7 The NWP website is nearing completion. Missy German has reviewed the website and has reached out to Red Sandal Design with a few questions and recommendations.

4.8 The Board discussed providing gift cards to all the volunteers who offer their time and efforts for the Clubhouse and amenities. Other suggestions included having a gathering for all the volunteers at the end of the year, or possibly offering a free clubhouse rental. The Board agreed to further discuss at the September meeting.

4.9 Steve Tetrault suggested the Association obtain a workman's comp policy. Management will reach out to Brown & Brown for the cost.

4.10 The Board approved the expenditure of \$100 to send flowers to Lisa Beidler who is out on leave. Management will coordinate.

4.11 Missy German provided the Board with the cost of installing Roku sticks to replace two of the Comcast cable boxes. The Roku sticks cost \$40 a piece. Stephen Dacey moved, seconded by Ashley Prindle to allow Missy to spend up to \$200 for the necessary equipment needed to install Roku. This will potentially save costs as Comcast continually increases their rates.

4.12 The clubhouse rental agreement will be reviewed to assure that it includes verbiage that owners cannot setup for their event the day prior to their scheduled reservation date.

Adjournment: The meeting was adjourned at 7:10pm with the unanimous consent of those present.

Respectfully submitted,

Pauline Martin

Pauline Martin
Association Manager