



18 January 2018 –Minutes
Avalon Village Owners Association
Board of Directors Meeting

Present: Jan Trefethen, Andy Stewart, Beverly Stone, Dwight Rideout, Steve Johnson / Others present: Tish Munson

The meeting was called to order at 2:05 PM

Consent Agenda

- **A motion to approve the November 2017 minutes was made, seconded, and unanimously approved.**

Cooperative Director's Report (Andy)

- Activities
 - There are two spots open on the Activities Committee.
 - The Senior College might be here hosting a course in the spring.
- Maintenance
 - Smoke detectors
 - Smoke detectors and carbon monoxide detectors batteries were checked and replaced in the summer.
 - Maintenance will begin leaving cards at cottages reporting that they were there.
 - **A motion was made, seconded, and unanimously passed** that smoke and carbon monoxide detector batteries will continue to be replaced through the budget process, and the Welcome Handbook will be updated accordingly.
 - Propane tanks
 - Management will start to monitor propane tank levels in order to avoid empty tanks during the winter.
- Grounds
 - Tree on 112 Wintergreen
 - The tree has been removed.
 - Snow removal review
- Handbook
 - **A motion was made, seconded, and unanimously passed** to check with Dead River about the maintenance schedule for gas fireplaces.
 - **A motion was made, seconded, and unanimously passed** to check with Penobscot Appliance about the maintenance schedule for refrigerator coils.
- Bus estimate
 - The Board was presented with a new estimate for bus repair from Kontio's Auto Repair for \$2,125.
 - **A motion was made, seconded, and unanimously passed** to table the bus repair issue until November.

Sales Report (Tish)

- There is one cottage available, 107 Heather Way. Currently there are 4 priority waiting list deposits for cottages.

Finance Report (Steve Johnson)

- YTD
 - o The Association's Reserves are behind projections due to the past two budget cycles experiencing higher than anticipated expenses.
 - o The Finance Committee will meet in mid-March.

Old Business

- o Defibrillator
 - The defibrillator has been installed in the hallway next to the kitchen.

New Business

- Committee appointments
 - o **A motion was made, seconded, and passed** to appoint Bill Gilfillan and Susan Gerhardt to the Finance Committee.
 - o Buildings and Structures, Activities, and Grounds have openings.
 - o Both Buildings and Structures and Finance have oversight of reserves.
- Communication after emergencies
 - o **A motion was made** to make the best effort to inform residents in the event of power loss or a gas situation, and of its resolution.
 - o **Motion tabled.**
- RV policy
 - o **A motion was made, seconded, and passed** to accept the new wording as follows:
 - *If residents anticipate that an RV, boat, boat trailer, or other type of trailer may be on Avalon Village grounds for more than five continuous days they are required to park them in parking locations designated by Avalon Management. This policy does not apply to residents who have approval before January 18, 2018. Management may also be able to provide onsite parking for small trailers, canoes, boats, etc., and parking for a limited number of additional automobiles.*
- Handbook
 - o **A motion was made, seconded, and passed** to accept the Welcome Handbook as modified.
- Sewer/ Water Meters:
 - o It was noted that Bill Gilfillan had brought to the Board's attention the availability of independent water meters available through the town water department for use in watering plantings. It was noted that Tish had sent the entire community an e-mail describing this back in September.
 - o Steve then explained that the sewer bill is processed through Avalon Management because of the landowner's obligations to the town of Hampden.

The meeting adjourned at 4:00 PM

Respectfully submitted,
Tish Munson

Next Board meeting: 22nd March at 2:00 P.M.