

Frances J. Tolles Home Complex

44 Sullivan Street

Claremont, NH 03743

Phone - (603) 542-3070

E-Mail - Tolleshome@myfairpoint.net

BOARD of TRUSTEES MEETING

Oct 19th 2015

5:30pm – Frances J. Tolles Home Living Room

Minutes

1. Call meeting to order
 - A. Sign Roll, in attendance –R. Vinduska, D. Yurek, V. Landry, C. Dole, C. Symonds, C. Leavitt
 - B. Establish quorum - yes
 - C. Approve agenda – Motion to approve agenda as presented with addition of Executive Session to be added under New Business for personnel matters was made by D. Yurek and Seconded by V. Landry. Motion passed..
2. Chairperson's Notes – Rebecca Vinduska- Introductions, Board overview for new Trustees. – Rebecca welcomed new Trustee Cherie Leavitt to the Board. All members introduced themselves and the length of time they have been serving.
3. Secretary's Report –Sept 2015 Minutes –Motion made by C. Symonds to accept Sept Minutes as written and seconded by D. Yurek. Motion passed.
4. Treasurer's Report – V. Landry presented Aug, Sept 2015 financial reports for review. Motion made by D. Yurek to accept August and Sept financial reports as presented and was seconded by C. Symonds. Motion passed with V. Landry abstaining.
5. Site Manager's Report – K. McAllister reported:
 1. All five Tolles Home rooms have been rented.
 2. The two apartments being updated are getting close to being finished. One existing Tenant will be moving into one apartment and calls have been made to the next in line on the waiting list.
 3. The dishwasher was replaced.
 4. A leak was found in the basement of the laundry room under the kitchen of the Tolles Home. When removing wet panels we found that the brick wall had been crumbling causing a concern as it is a load bearing wall. The water pipes had rusted and the copper oil pipe to the boiler was kinked and corroded in the wall.
Due to the safety concerns we contacted a Mason, a Plumber and HVAC to get an estimate for work to start as soon as possible. Dupi's Masonry - \$4400.00, LJC Heating and Air \$1939.00, Gary P General Contractor \$840.00 and GPS Plumbing \$1000.00. Motion to approve up to \$10,000 to do emergency repairs to cellar wall under Tolles kitchen was made by V. Landry and seconded by D. Yurek. Motion passed.

Board approved 11/13/15

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6. Public Comment – 3 public in attendance, Pat M, Rose D, Jennie W.

Pat M shared with the Trustees that she believed that the 30% with no medical deductions could be a deterrent to getting people to move in.

All the ladies shared their concern that they now feel the need to keep their doors locked due to recent circumstances with another tenant's behavior.

7. Old Business

A. Annual Budget – Budget Committee – V. Landry reported for the Budget Committee that the operating check from the Trustees of Trust has arrived and a Committee meeting needs to be scheduled to work on the budget. Meeting scheduled Friday, Oct 30th @ 8:30 am.

B. Election of Officers. - Motion made by C. Leavitt to nominate

R. Vinduska as Chair, D. Yurek as Co Chair, V. Landry as Treasurer and C. Symonds as Secretary. C. Dole seconded. Motion passed.

C. Income limits. – Tabled until November meeting.

8. New Business

A. Executive Session- Motion to go into Executive session was made by V. Landry and seconded by D. Yurek. Motion passed.

9. Adjournment -

Motion to come out of Executive session and adjourn was made by v. Landry and seconded by D. Yurek. Motion passed.