

# **Frances J. Tolles Home Complex**

**44 Sullivan Street**

**Claremont, NH 03743**

**Phone - (603) 542-3070**

**E-Mail - Tolleshome@myfairpoint.net**

## **BOARD of TRUSTEES MEETING**

**Nov 16<sup>th</sup> 2018**

**2:00 pm – Frances J. Tolles Home Living Room**

### **Minutes**

1. Call meeting to order
  - A. Sign Roll- Present, D. Yurek, C. Leavitt, V. Landry, D. Snelling, C. Dole, J. Hall, K. Livingston
  - B. Establish quorum- Yes
  - C. Approve agenda – Motion to approve agenda with amendment of 8B. Go into Executive session was made by C. Leavitt and seconded by J. Hall. Motion passed.
2. Co- Chairperson’s Notes – D. Yurek thanked all Trustees.
3. Secretary’s Report –Oct, 2018 Minutes were presented for review. Motion to accept the minutes of Oct meeting was made by V. Landry and seconded by C. Leavitt as amended. Motion passed
4. Treasurer’s Report – V. Landry presented Oct Treasurers report for review. Motion to accept the Oct Treasurers report was made by C. Leavitt and seconded by D. Snelling. Motion passed with V. Landry abstaining.
5. Site Manager’s Report – K. McAllister present a verbal report stating that the retaining wall has been completed. Cars in the parking lots had been ransacked; the Claremont PD caught the person. No losses reported. Lake Sunapee VNA was here for BP and Flu shot clinic.
6. Public Comment- Gianna G. spoke to the Board to ask again for reconsideration of the No pet policy.
7. Old Business
  - A. Holiday Party – Date for the Holiday party will be 12/20/2018, catered by the Elks. Motion to approve \$15.00 per tenant for gifts was made by V. Landry and seconded by K. Livingston. Motion passed.  
Motion to approve 2 gift cards in the amt of \$50.00 for 2 tenants who have done a excellent job on the flower gardens was made by D. Yurek and seconded by V. Landry. Motion passed.

*Approved 01/18/2019*

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### 8. New Business

A. Nellie Lewis bathroom fans – The Bathroom exhaust fans in the Nellie Lewis Annex that were installed in 1963 are not working efficiently and are very loud sounding like bearings are going. Maintenance called 6 electricians to get quotes. Only two were interested and gave quotes to replace/retrofit the 6 fans.

BT Morin Elec- \$3600.00

Mega –Watt Elec Inc - \$2595.00

Motion to accept Mega- Watt Elec Inc to replace the fans in the bathrooms of the Nellie Lewis Annex apartments for \$2595.00 was made by C. Leavitt and seconded by K.

Livingston. Motion passed.

B. Executive session- Motion to go into executive session @ 2:57 was made by V. Landry and seconded by C. Dole. Motion passed.

Motion to leave Executive session @ 3:22 was made by C. Leavitt and seconded by C. Dole. Motion passed.

9. Adjournment – Motion to adjourn was made by D. Yurek and seconded by C. Leavitt. Motion passed.