

# **Frances J. Tolles Home Complex**

**44 Sullivan Street**

**Claremont, NH 03743**

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

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

## **BOARD of TRUSTEES MEETING**

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

**3:45 pm – Frances J. Tolles Home Living Room**

### **AGENDA**

1. Call meeting to order
  - A. Sign Roll- Present, D. Yurek, V. Landry, C. Dole, C. Leavitt, C. Ferland, and K. Livingston.
  - B. Establish quorum - yes
  - C. Approve agenda – Motion to approve the Agenda with addition of 8. B. City Council report request was made by V. Landry and seconded by C. Ferland. Motion approved.
2. Co- Chairperson’s Notes – C. Leavitt welcomed C. Dole back from vacation and made introductions to new Trustees.
3. Secretary’s Report –Feb 2018 Minutes presented for review. Motion to approve the minutes of 02/16/18 meeting was made by C. Ferland and seconded by V. Landry. Motion passed
4. Treasurer’s Report – V. Landry presented a Treasurers report. Motion to approve the Treasurers report was made by C. Dole and seconded by K. Livingston. Motion passed. V. Landry abstained.
5. Site Manager’s Report – K. McAllister presented a written report for review. The annual Fire Safety testing was completed and showed that the Co2 detectors are now over 5 years old and need to be replaced as per fire safety code. Maintenance can do this and the cost for the new detectors is \$747.00 for 19 units from Rockingham Elec. Motion to approve the purchase of Co2’s for \$747.00 was made by V. Landry and seconded by C. Leavitt. Motion passed.  
  
Motion to approve Site Mgrs report was made by C. Dole and seconded by C. Ferland. Motion passed.
6. Public Comment- no public in attendance.

*Board approved 05/18/18*

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### 7. Old Business

A. Bobcat service – K. McAllister presented that we have not had the Bobcat recommended service done since purchase. We are at 330 hrs of use and recommendation is 250 Hrs of service. The cost will be \$1004.79 by Bobcat of NH who will come to us. Motion to approve \$1004.79 for Bobcat service was made by C. Leavitt and seconded by K. Livingston. Motion passed.

B. Walnut St parking retaining wall- Motion to Table until April mtg was made by D. Yurek and seconded by V. Landry. Motion passed.

### 8. New Business

A. Eagle Times Business Card Directory – K. McAllister reviewed that we would be advertising again this year. Trustees made suggestions for changes to our advertisement. K. McAllister will have these implemented.

B. City Council report request. – D. Yurek reviewed a letter received from The Mayor, They would like to have Boards and Committees send reports to be included in Motion to go into Executive Session at 4:52 was made by V. Landry and seconded by C. Leavitt. Motion passed.

Motion to come out of Executive session @ 5:44 was made by V. Landry and seconded by C. Ferland. Motion passed.

9. Adjournment – Motion to adjourn was made by C. Dole and seconded by V. Landry. Motion passed.