

Frances J. Tolles Home Complex
44 Sullivan Street
Claremont, NH 03743
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Board of Trustee Meeting
April 22, 2016
8:30am – Frances J. Tolles Home Living Room
Minutes

1. Call meeting to order
 - A. Sign Roll – Present, R. Vinduska, D. Yurek, C. Symonds, V. Landry, C. Dole
 - B. Establish quorum – Yes
 - C. Approve Agenda – Motion to approve agenda of 4/22/16 as presented was made by C. Symonds and seconded by C. Dole. Motion passed.
2. Chairperson’s Notes – Rebecca Vinduska – Application to renew appointment to the Board of Trustees has been submitted.
3. Secretary’s Report – C. Symonds – March 2016 minutes - Motion to accept the Secretary’s minutes as amended and with the Executive Session sealed, was made by V. Landry and seconded by C. Dole. Motion passed.
4. Treasurer’s Report – V. Landry – March 2016 - Report tabled
5. Site Manager’s report – K. McAllister –Motion was made to do repairs up to \$7,000.00 in Walnut Street apt. A. to include counter tops, flooring, bath tub surround and vanity, kitchen sink, other items as deemed necessary was made by V. Landry and seconded by C. Dole. Motion passed.

Motion to approve Site Manager’s report as presented including repairs stated above was made by C. Symonds and seconded by C. Dole. Motion approved.
6. Public Comment - No one from public attended
7. Old Business
 - A. Fire Safety Inspection Report update – Fire safety inspection was completed. The report was sent to Claremont Fire Department for approval. Minor recommendations were made and the Board of Trustees agreed that the Site Manager would meet with the owner of Vt. Life Safety for clarification of recommendations. Site Manager will also investigate costs regarding recommendations.
 - B. Procurement Sub Committee update – Property abutting the Frances J. Tolles Home Complex at 10 Walnut Street is actively under contract. No further action suggested.

8. New Business –

A. Application review for possible new Tolles Home Tenant. Motion was made by C. Symonds to approve applicant looking for short term housing (3 months) to be reconsidered at the end of 3 months if housing is still needed. Motion was seconded by V. Landry. Motion passed.

9. Adjournment – Motion was made at 9:10 AM to adjourn by C. Dole and seconded by D. Yurek.

Accepted 05/20/16

