

Frances J. Tolles Home Complex

44 Sullivan Street

Claremont, NH 03743

Phone - (603) 542-3070

E-Mail - Tolleshome@myfairpoint.net

BOARD of TRUSTEES MEETING

May 18th 2018

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

Minutes

1. Call meeting to order
 - A. Sign Roll – present, D. Yurek, C. Leavitt, V. Landry, and K. Livingston
 - B. Establish quorum- yes
 - C. Approve agenda – Motion to approve March meeting minutes was made by D. Yurek and seconded by K. Livingston. Motion passed
 2. Co- Chairperson’s Notes – D. Yurek, none at this time.
 3. Secretary’s Report –March/April 2018 Minutes. – Motion to approve March Minutes was made by D. Yurek and seconded by K. Livingston. Motion passed – April has no minutes as there was not a quorum, Meeting was opened then closed by Chair.
 4. Treasurer’s Report – V. Landry presented Feb, March and April financials. Motion to approve Feb, March and April financial report was made by C. Leavitt and seconded by K. Livingston. Motion passed with V. Landry abstaining.
 5. Site Manager’s Report – K. McAllister presented a written report for March/April. Motion to approve Site Mgrs report was made by V. Landry and seconded by C. Leavitt. Motion passed.
 6. Public Comment – no public in attendance.
 7. Old Business
 - A. Walnut St parking retaining wall – Site Manager presented three quotes to repair retaining wall
 - 05/19/17- Pine Hill Construction for \$14,460.00
 - 07/15/17- Zullo Property Maintenance, LLC for \$11,104.00
 - 03/15/18 -Black and Tan Construction LLC for \$14,784.50
- Motion to accept Zullo Property Maintenance quote with clarification that the quote includes new chain linked fence was made by V. Landry and seconded by C. Leavitt. Motion passed.

Approved 06/15/18

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B. City Council quarterly report- D. Yurek reviewed report with all Trustees to be sent to City Council as requested.

8. New Business

A. Air conditioner condenser quotes- Motion to not replace the 2 apartment's outdoor condenser and wall units at this time and to explore other options was made by V. Landry and seconded by D. Yurek. Motion passed.

B. Attorney review of request for reasonable accommodation change to pet policy. Motion to write a letter to the Tenant to deny request was made by V. Landry and seconded by D. Yurek. Motion passed

9. Adjournment – Motion to adjourn was made by C. Leavitt and seconded by K. Livingston.