

CHIMNEY HILL OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
CHIMNEY HILL CLUBHOUSE
Saturday, May 24, 2025

Call to Order: Paul DiPietro, President, called the meeting to order at 11:10 AM.

Present in person were Steve Boyce, Gene Clark, Kevin Comeau, President Paul DiPietro, Patricia McDonough, Laura Powers, Tom Sewall, Kate Trinklein, Kristen Wenger and James Walker, Executive Director. Dennis Heberlein was absent. Dee and Keith Harney were present in person.

The **Minutes** of Saturday, April 19, 2025 were approved.

New Business:

a. Nominations for Executive Officers

Steve Boyce nominated Paul DiPietro to serve as President, seconded by Tom Sewall. Tom Sewall nominated Kate Trinklein for VP/Treasurer, seconded by Kevin Comeau. Laura Powers nominated Kristen Wenger for VP/Secretary, seconded by Kate Trinklein. All nominated officers accepted these roles and the Board voted its approval for the Executive Officers.

b. Election of Officers

Completed during the Annual Meeting prior to the Board of Directors meeting.

c. Committee Assignments

Operations:

ACC: Kate Trinklein Chair and Gene Clark Vice Chair

Landscape: Carol Sewall Chair, homeowner and Laura Powers Vice Chair

Maintenance: Tom Sewall Chair and Gene Clark Vice Chair

Water: Steve Boyce Chair, Tom Sewall, Kevin Comeau, and Dennis Heberlein (appointed by President)

Management:

Management Review: Kate Trinklein Chair

Financial/Legal:

Budget/Tax: Kevin Comeau Chair, Tom Sewall Vice-Chair, and Kate Trinklein VP/Treasurer. Committee to review accountant's report and use of the Sage 50 software for reporting versus the use of Excel.

Legal: Paul DiPietro Chair and Patricia McDonough Vice-Chair

Rental Management: Paul DiPietro noted he will continue what he has been doing and would like to keep the rental subcommittee of Dennis Heberlein, Patricia McDonough, Tom Sewall, and Kate Trinklein.

Chimney Hill Realty: Paul DiPietro noted he and James Walker review realty information but there are no meetings, just the report in the Shared Drive. If there are any issues, they will be brought to the Board.

Administrative:

Long Range Planning: Dennis Heberlein and Steve Boyce Co-Chairs

Elections: Kevin Comeau Chair

Community Affairs:

Events and Recreation: Kristen Wenger Chair and Laura Powers Vice Chair

Public Relations: Paul DiPietro, Kristen Wenger, and Laura Powers Tri-Chairs. Kristen and Laura to look at the website and explore other options.

d. Committee Reports as needed

Paul DiPietro asked if any committee reports need to be shared after the Annual Meeting updates. Steve Boyce noted he sent out the Water Commission report via email to all board members. He asked for board input on water tasks and their priority; the list will be placed in the Board shared drive.

Kate Trinklein noted that ACC met last week and had 23 requests or letters, which have increased since last year. She also noted there was a request for a garage and a deck, along with two fines placed. Kate noted there are two variance requests which were approved by the ACC to be brought to the board. James Walker noted the first requires a front set back reduction. Kristen Wenger made a motion to approve this variance request, seconded by Kevin Comeau. All approved. James then shared the second variance request needed for a deck addition. Board discussed its location abutting a DRL and neighbor approval. Steve Boyce made a motion to accept the variance, seconded by Tom Sewall. All approved. Kate shared their next meeting is June 21st at 8am.

Laura Powers shared the Landscape committee met with Bee the Change to start identifying locations in Chimney Hill for bee gardens. She also noted Margery Winters will be presenting next weekend at the clubhouse. Their next meeting is June 7th.

Kristen Wenger shared the Events and Recreation committee has posted the summer music schedule and is working on finding a bar service to cater some of the events. James Walker recommended the Wilmington Inn's bar cart or Bennington Madison Brewing for other options.

Tom Sewall shared that Maintenance has hired two new staff members.

e. Executive Director report

James Walker shared the upcoming Town tax sale that contains one CHOA property. Board members discussed the lot and its location in source protection areas along with money owed to the town and CHOA. Board members further discussed the possibility of turning this into common land. Kevin Comeau made a motion to approve the purchase of this property, seconded by Kate Trinklein. All approved.

James shared the lot program update and gave a kudos to Dennis Heberlein helping with its success. He noted this program is approximately 60% complete. He noted in three and a half years, 40 lots are off CHOA's books and taxes. There are currently 130 CHOA owned lots with 29 of those currently on the market and approximately 30 to be turned into common land. DRL program fees have generated just shy of \$500,000 of income during these three years, which is the same amount that was generated in 22 years prior.

James continued by noting the Town's Zoning Administrator has become active in Chimney Hill, issuing violations and noncompliance letters, but inconsistencies remain.

James then shared the following proposals:

- a. Fox Mountain Road: James shared that Green Mountain Power (GMP) requires the developer of multiple home sites to pay for the expense of running primary wire and installing poles. Secondary wire up to 100 feet is the expense of GMP; anything over 100 feet or underground pipe is the homeowner or contractor's expense. Steve Boyce made a motion to accept this proposal, seconded by Patricia McDonough. All approved.
- b. 2025 Truck Purchases: James shared two proposals for truck purchases, noting the first includes the purchase of two new trucks with truck 1 and all upfitting expenses paid in full with reserves from the vehicles lines; the cost of truck 2 and taxes/fees will be financed. The second proposal included the use of \$6200 from the contingency reserve line for truck 2's deposit. Board members discussed these proposals, financing options, and the amount from the contingency line versus the timing of the reserve study. Steve Boyce made a motion to accept both proposals with the change for the second proposal to include the use of \$10,000 from the contingency line, seconded by Kevin Comeau. All approved.
- c. Asset sales proposals: James shared the asset sales proposal that included the sales of the zero turn mower, 2022 dump truck, and new truck beds. Kevin Comeau made a motion to accept these proposals, seconded by Tom Sewall. All approved.

James also shared the Recreation and Events report from Logan noting many projects were completed at the Clubhouse such as an upgrade to the internet speed. He noted the lights at the basketball court have not worked since the court was redone. Board members discussed the lighting of the basketball and tennis courts at the Clubhouse. James Walker to obtain proposals for this lighting for further discussion.

Other Business, Owner Comment:

Dee Harney asked about the number of homes that rent. Paul DiPietro shared they are able to track this through Chimney Hill realty and Dennis Heberlein's work to identify those renting through other means.

Kate Trinklein asked to review the use of pool tubes and floats. Board members discussed the need to allow swim aides and those that are coast guard approved.

Rules and Regulations: Tabled until June meeting

Next BOD Meeting Dates:

June 21st at 9:30am

July 19th at 9:30am

August meeting will be skipped

September 20th at 9:30am

Executive Session: Not needed at this time.

Adjournment: Upon a motion made by Kristen Wenger and seconded by Kevin Comeau, the meeting was adjourned at 12:25 PM.

Respectfully submitted,
Kristen Wenger
VP/Secretary

FINANCIAL REPORT
AS OF
May 23, 2025

	2025-2026 BUDGETED	2025-2026 COLLECTED		
ASSESSMENTS & SERVICES	\$	\$	VARIANCE	
Beginning Balance	-	-		
Assessment Total (interest, DRL, houses, lots, prior)	920,107	642,411	70%	
Allocation to Reserve	90,800	48,500	53%	
DRL Lot Sales & Fees to Reserve	6,000	9,300	155%	
Renter Guest Total	74,475	44,750	60%	
Maintenance Services Total	501,725	362,175	72%	
Misc. Maint. Services Total (water meters, rubb.bins, curb stops, maint. services, spec. rubb., firewood, water loss chgs.)	77,050	3,644	5%	
Other Income (trailer storage, advertising, merchandise, owner services, cc fee, services surcharge, misc., bldg. permits, interest, asset sales, lot sales, insurance income, DRL deposits, re-sale cert.)	44,500	99,202	223%	
Rental Total	85,000	-	0%	
Real Estate Total	25,000	4,419	18%	
Total Income @ 5/23/25	\$ 1,824,657	\$ 1,214,401	67%	
Total Accounts Receivable @ 5/23/25:	392,595.57			
Prior Delinquent & Interest @ 5/23/25:	88,230.72			
Total Expenses @ 4/30/25	\$ 1,828,657	\$ 181,663	10%	
BANK BALANCES	AS OF:	LAST MEETING	LAST YEAR	
	5/23/2025	4/18/2025	5/24/2024	
OPERATING				
Checking	137,142.67	196,693.97	35,511.76	
M & T Bank Savings .12%	5,337.05	5,324.03	372.47	
Community Bank Spec. Activities MM	7,206.12	5,365.18	7,431.10	
Brattleboro S & L MM .21%	158,061.90	1,061.72	211,175.04	
Edward Jones CD - 3 month 5.3%	-	-	150,000.00	
Edward Jones MM 3.70%	243,466.00	43,108.08	202,166.65	
Edward Jones CD - 3 month 4.2% (7/21/25)	200,000.00	200,000.00	-	
Edward Jones CD - 3 month 4.3% (8/22/25)	200,000.00	-	-	
Community Bank MM .38%	1,713.04	1,723.04	201,386.45	
M & T Bank - Ins. Liability	8,137.82	8,948.79	27,628.14	
TOTAL OPERATING	961,064.60	462,224.81	835,671.61	
RESERVE				
SEG. MM (M & T Bank) .10%	192,740.71	219,411.51	125,284.08	
Citizens Bank MM .01%	49,351.97	911.32	230,552.02	
Edward Jones CD - 3 month 4.25% (7/24/25)	200,000.00	200,000.00	-	
Edward Jones CD - 2 month 4.25% (6/23/25)	100,000.00	100,000.00	-	
Edward Jones CD - 6 month 5.5%	0	-	165,000.00	
Edward Jones CD - 3 month 5.25%	0	-	100,000.00	
Edward Jones CD - 3 month 5.3%	-	-	100,000.00	
Edward Jones CD - 3 month 5.3%	-	-	100,000.00	
Citizens Bank ckg.	4,852.49	4,852.49	4,536.48	
TOTAL RESERVE	546,945.17	525,175.32	825,372.58	