



Minutes of the BLPOA Spring Membership Meeting Association Park Saturday, May 31, 2025

Agenda:

- Pledge of allegiance
- Bylaws - proposed amendments 1 and 2 changes & voting – Lisa Giannelli
- AWWA - General Info and services
- Opening remarks & Board member introductions - Kerry Vachon, President
- Motion to approve Fall meeting minutes
- Committee Updates:
 - Community Guidelines (fka Rental Committee)
 - Roads
- Board modification
- Reports - from Directors:
 - Treasury Collections/2024 Year End – Mary Vinagro
 - Milfoil – Paul Petelle
 - Lake Safety – Steve Bischof
 - Beaches/Dam – Jeff Marshall
 - Roads – Tim Booth
- Open Questions
- Motion to Adjourn

Pre-Meeting:

- All board members were available before the meeting started for questions and/or concerns. In attendance were: Kerry Vachon (President), Mark Tucker (Vice President), Mary Vinagro (Treasure), Lisa Giannelli (Asst Treasurer), Laura Melanson (Secretary), Ellen Benson (Asst Secretary), Gary Provencal (Association Park), Sheila Amero (At Large 1), Karen Consoli (At Large 2), Jeff Marshall (Beaches), Peter Moulton (Keys), Steve Consolmagno (Communications), Steve Bischof (Lake Safety), Paul Petelle (Milfoil) and Tim Booth (Roads).
- Laura Melanson, Karen Consoli and Sheila Amero signed in members in as they arrived. 91 households signed in.
- Amongst the handouts were the Spring meeting agenda, Fall 2024 Membership Meeting Minutes with 2 requested changes from Brian Strange (on page 5, updated the bullet about Brian's comment and added a final bullet on the last page of the minutes), 2 new suggested by-laws changes, a note and guidelines from the Community Guidelines Committee, 2025 Belleau Lake Events, and 2024 (P&L) budget and finance info.
- Meeting agenda, minutes and bylaws info were emailed and published on Facebook prior to the meeting.
- Mark Tucker was available if anyone wanted to purchase BLPOA merchandise.



- Peter Moulton was available to for key swap/purchase of the Association Park gate.
- Coffee and muffins obtained by board were served.

Call To Order by President Kerry Vachon at 10:02 AM

The meeting kicked off with the Pledge of Allegiance.

Lisa Giannelli discussed two proposed by-laws changes:

Change 1:

CURRENT WORDING:

ARTICLE III ELECTION AND DUTIES OF THE OFFICERS AND DIRECTORS

SECTION XI: COLLECTIONS

Collection of Assessments. The Board of Directors shall take prompt action to collect any assessments due from any owner which remain unpaid for more than sixty (60) days from the due date for payment thereof.

Default in Payment of Assessments. The failure to pay assessments when due shall subject all owners to the following liability, in addition to the amount of any unpaid assessment:

a) Late Fee. The failure to pay an assessment within thirty (30) days of the due date thereof shall result in the additional assessment of a late fee in the amount of \$25.00.

REQUESTED CHANGED WORKING:

a) Late Fee. The failure to pay an assessment within thirty (30) days of the due date thereof shall result in the additional assessment of a 10% late fee.

RATIONAL FOR CHANGE:

The current \$25.00 late fee does not appear to motivate timely payment from some members, especially those with higher membership fees. As of March 8, 2025, 63 members (17% of membership and 12% of total dues budget) had an outstanding balance. Changing to a percentage-based late fee will automatically adjust with future dues changes and eliminate the need for further bylaw amendments.

Questions:

- Someone asked often the past due notices were sent and how it was done. Lisa said monthly and by all resources available (phone calls, emails, mailings, face book, etc.).
- Rick Dill wondered if there was only 1 check bounced in the 2024 budget, but Lisa clarified that we only log a bounced check if we have to pay for it and there were 2 so far this year.
- Clarified there is a \$25 late fee plus a 1% per month.

Vote:

Majority of members passed the change. There were 4 red card exceptions to the update.



Change 2:

CURRENT WORDING:

ARTICLE VII VOTING RIGHTS

SECTION II: GOOD STANDING

A member shall be deemed to be in good standing and entitled to vote at any meeting, if and only if, he/she shall have fully paid all dues and assessments made or levied against him by the Board of Directors, together with all interest and costs chargeable to him/her ***before the meeting is called to order.***

REQUESTED CHANGED WORKING:

A member shall be deemed to be in good standing and entitled to vote at any meeting, if and only if, he/she shall have fully paid all dues and assessments made or levied against him by the Board of Directors, together with all interest and costs chargeable to him/her ***10 days prior to the meeting is called to order.***

RATIONAL FOR CHANGE:

The current wording allows for payment on the day of the meeting. Due to the possibility of bounced checks, this does not provide enough time to ensure funds have cleared before the meeting begins.

Vote:

Majority of members passed the change. There were 8 red card exceptions to the update.

Kerry Vachon, BLPOA President, discussed the agenda and knows that there are some concerns about the roads. We will set aside some time toward the end of the meeting to allow for constructive comments.

John Balanoff, Director from Acton Wakefield Watershed Alliance (AWWA) talked about his mission as a local non-profit to keep water quality clean. Lakes in the area have been dealing with cyanobacteria. The primary cause is if the road erodes into the lake. To prevent this, keep shorelines vegetated, and keep storm water from flowing over the property and into the lake. Other sources of phosphorus are septic system and fertilizer on lawns. Try to get fertilizer with a zero phosphorus rating. UNH measures phosphorus levels and this has been increasing over the years. There has not been a lot of cyanobacteria bloom luckily. He would love to document erosion sources around lake. In general, when parts per billion get into double digits there is more chance for blooms. In 2024 it was 16, but Belleau may have a higher threshold since we've not had a lot of activity but overall it is a bit high and would love to start addressing it. Floating bogs are a natural part of the ecosystem. AWWA has a youth crew that can do landscaping for homeowners free of charge. AWWA offers free landscape design and free labor. The homeowner is responsible to supply the material. He left business cards or feel free to review their website for contact info (<https://awwatersheds.org/contact-us/>).

An introduction of the current BLPOA board members and opening statements were made by Kerry Vachon.



We asked membership if there were any questions about the minutes of the Fall Membership Meeting Dated Aug 24, 2024. It was clarified that Brian Strange requested and 2 edits that were made on the second to last and last page of the minutes both preceded by his name. Motion to accept was made and seconded to accept the Fall Membership Meeting Minutes. None were opposed and the minutes were accepted.

Committee Updates:

- The Community Guidelines Committee (formerly known as the Rental Committee which was developed after discussion at the Fall meeting) met to discuss if we should charge higher dues for houses that rent their properties. We asked for volunteers and had 17 members request to participate. Kerry chose 7 trying to balance those who rented, those who didn't and full time vs. part time residents. The committee felt that instead we should just make sure the community follows good neighbor guidelines. Doug Dodge summarized the committee's work. After multiple meetings and discussions, they came to the conclusion that it should evolve into the Community Guideline committee. They established guidelines that was shared with the Spring meeting agenda and in the packet today. They felt strongly that each member should resolve issues with your neighbor, but the guidelines also provide other resources if needed for resolution. Carol Provencal asked on the beaches sign it says "members & guests" and wondered if there was a clear definition and are renters considered guests? Kerry indicated it's not outlined in the bylaws. Should we define that rental properties cannot use the beaches? We will discuss at a board meeting. Rick Dill commented the name of the committee should be Committee Rules as opposed to Guidelines. He was concerned some septic systems aren't big enough for some of the rental properties who sometimes have over 12 guests. He also indicated AirBNBs by the state are considered businesses and can we address this? The town board of health should cover septic issues. Regarding rentals as a business, Kerry asked the lawyer and each case that has gone to court has always landed in favor of the person renting the property. We are looking into other options (i.e. can we cap the number of rentals per year or number of houses a person can rent). Brian Strange felt we should add to the guidelines: as a renter that the boat ramp is not available, if they have a boat it needs to be carried on through the property, also alert that it's a narrow lake and the community are very active in reporting poor boat operation. This may change the rental activity. Doug agreed and when he rents his property provides not only this list of guidelines, but also a book of expectations for any of his renters. Steve Consolmagno will update the BLPOA website to make sure BLPOA are following the guidelines. Russ Bookholz mentioned as of Sep 1, all properties require a septic inspection prior to sale. Finally there was clarification that renters would have access to conservation land, but the Board can research this a bit more.

Reports from our BLPOA Officers & Directors & Member Comments

- Mary Vinagro shared the results of our 2024 Profit & Loss (P&L) as part of the meeting minute packet. As a board, we wanted to be more transparent and share the final information of the 2024 year-end. If there are any questions email Kerry, Mary or Lisa. It was clarified the P&L does not include the money in reserves. We have roughly \$350,000 as of now. Mary also provided an update on collections. We have 28 accounts owing \$29k. We have some liens. Lisa has been great about reaching out and getting the money in. This is the lowest number in collections we've had in quite a while.



- Paul Petelle gave an update on Milfoil. Last year we did a treatment and had 60 hours of divers pulling Milfoil. The fall survey was positive and did not recommend treatment this year. We did find one area and will do some dive pulling again this year. If you find something, please contact Milfoil@blpoa.com. We will post some new pictures of Milfoil on the website and Facebook.
- Steve Bischof discussed Lake Safety. Most important near the shore be slow so as not to stir up the bottom. There are a bunch of stumps that showed up after this winter. Keep your eyes open. If you can pull a stump out please do. This year we will do 3 water tests starting in June and will post when we have the results. Marine patrol provided some boating safety books and they were available at the meeting as well as stickers for non-motorized boats and swim rafts. Jerry Kerouac noticed a new beaver lodge near southern part of Vange. This is all part of our lake ecosystem.
- Frank Rago shared 20th BLPOA golf tournament is July 12 at Province Lake Golf Course. It is \$100 per golfer and includes golf, cart, hat, breakfast sandwich, 2 hotdogs and prizes. It is limited to 120 golfers. It relies on sponsors to help and after golf BLPOA gives back. Last year distributed money to the Greater Wakefield Chamber of Commerce, Wakefield Parks & Rec and the Greater Wakefield Resource Center.
- Jeff Marshall shared a Dam and Beaches update. Regarding the dam, the State wanted to provide feedback. Recently there have been changes with personnel and we are still waiting to hear back. Last year we had leakage on the dam boards and new boards were put in this year. They seem to be working well. For beaches, several board members worked with the state to get permits on beach fixes. Josh Edwards performed work on Beverly Hills beach including grading and stone and drainage. It was recently hydroseeded, so please try to stay off until the lawn comes in. We will be putting a new picnic table once the lawn comes in. We were going to change landscapers this year, but Jeff had a couple of meetings and made our expectations clear. It's been much better since and we did get \$2k back from last year as a refund for work not done. We will contract with him again this year for the same price as last year and continue to monitor. As a note, last week we had ATVs spin out on the lawn and parking area. Please be do not do this.
- We have a project to update the sign on Beverly Hills. Reach out to Karen Consoli (at-large2@blpoa.com) if you live on the west side and would like to be included. It's \$25 for the repairs to the existing sign and adding your name. Old name plates will be kept and returned if desired.
- Kerry talked about the Road committee designed to help Tim assess roads (length, width, conditions etc.). We met over the winter: Kerry Vachon, Laura Melanson, Tim Booth, Jeff Marshall, Paul Petelle and Stan Saracy were present for most meetings. We came up with some recommendations involving grading, materials, side cleaning/drainage and dust control based on the assessment and discussion as well as a review with an independent roads expert. During our meetings, it also became clear that we have 2 people doing treasury and 2 secretaries and the job that takes most of the work has 1 roads director. We agreed this fall we will take one of the At Large positions and convert that to an Asst. Roads director position.
- Tim Booth shared an update on Roads. He reminded that he does not get paid and is truly passionate about making sure our roads are in good condition. This year so far, we filled and did work on N Desmond, grading on Moose Point, Don Whittam and pothole repair on Beverly Hills drive. The Road committee has spent hours walking roads and measured them identifying conditions. Now we have a list and will be prioritizing roads from worst to best. We started with Beverly Hills Drive and Belleau Blvd: on Belleau Blvd we dug out potholes and



regraded with new material and added calcium for dust control. This is a test to see how well this works. Beverly Hills Drive had pot holes dug out and initial grading completed, and is in the process of more loads of material from a different supplier being laid down and graded including already cleaned up and dug out sides of roads/plunge pits. Once grading is complete, we will be adding calcium (for dust control test) to this stretch as well. Based on the current budget, it looks like we could really concentrate on 2 major roads a year and still be able to maintain all roads. Over 4 years we should be able to get to an all roads improvement. We are not done with the road work this year. We did put a load of material on Bow Dr and also will have some for Vachon, Emerald Point, N Desmond, N Dorr, S Dorr, Gold Coast, and the far end of Belleau as well as McGinniss.

- Russ Bookholz read a letter from Wakefield Fire Dept who agree adding another access road on the west side would positively affect response access to and from scenes in the area (see copy of the letter below). The original BLPOA plan identifies a road. Russ requests the members consider doing this even if we do it in phases over time. Kerry shared, the roads committee walked the paper road last year and then got an estimate but if we asked to do it, it would put the reserves below our comfort level. The lowest estimate was \$250k ranging up to \$400k. It may be an idea that we do it in phases over the years. The board will rediscuss and see if there may be other options (i.e. fundraisers, one time assessment, dues increase).
- Bill Melanson suggested Tim should consider who is used to grade roads and also the quality of material doesn't seem to be good. Tim pointed out, we had another contractor do Belleau Blvd and Beverly Hills and the material purchased is state spec gravel of 1 ½".

After a brief disruption in the meeting, a Motion to Adjourn was received at 11:44 am. Motion was accepted.

Respectfully submitted,
Laura Melanson
Secretary



Belleau Lake
PROPERTY OWNERS ASSOCIATION

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Wakefield Fire / Rescue Department

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Tel (603) 522-8336 Fax (603) 522-3197

Chief Todd Nason

Emergency - 911

05/27/2025

Subject: BLPOA Secondary road proposal

A request by BLPOA for consideration by Wakefield Fire Rescue for the approval/support of an additional access road from N Desmond, to Ballard's Ridge Rd has been reviewed and discussed, with the Fire Department concluding that supporting the idea on the basis of additional access during times of emergency's will only positively affect response access to and from scenes in the area.

Respectfully submitted

Todd Nason
Chief

Brad Beveridge
Captain

Wakefield Fire Rescue