



Minutes of the BLPOA Spring Membership Meeting Association Park Saturday, May 30, 2026

Agenda:

- Pledge of allegiance
- Opening remarks & Board member introductions - Kerry Vachon, President
- Motion to approve Fall 2025 meeting minutes
- Bylaws: proposed amendments
- Reports from Board of Directors:
 - Invasive Species (Paul Petelle)
 - Beaches & Dam Association (Jeff Marshall)
 - Roads Projects (Tim Booth, Paul Petelle)
 - Treasurer's Report (Mary Vinagro)
- 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), Laura Melanson (Vice President), Mary Vinagro (Treasurer), Lisa Giannelli (Asst Treasurer), Janice Hohenstein (Secretary), Gary Provencal (Association Park), Sheila Amero (At Large 1), Jeff Marshall (Beaches), Peter Moulton (Keys), Steve Consolmagno (Communications), Steve Bischof (Lake Safety), Paul Petelle (Asst Roads) and Tim Booth (Roads).
- Laura Melanson, Paul Petelle and Janice Hohenstein signed in members as they arrived. 88 households signed in, plus 2 were represented by proxy.
- Meeting packets included: meeting agenda, Fall 2025 Membership Meeting Minutes, proposed bylaws changes, 2025 financial reports (profit & loss), follow-up information from the inquiry about 2014 financials raised by Rick Dill at the Fall meeting, 2026 BLPOA Events calendar
- Meeting agenda and draft minutes were emailed and published on Facebook 15 days prior to the meeting.
- Sheila Amero was available if anyone wanted to purchase BLPOA merchandise.
- Peter Moulton was available to for key swap/purchase of the Association Park gate.
- Steve Bischof was available to discuss Lake Safety and demonstrate safe boating distances.
- Coffee and muffins were served.



Call To Order by President Kerry Vachon at 10:07 AM

The meeting kicked off with the Pledge of Allegiance.

Kerry Vachon introduced the current BLPOA board members and thanked the membership for turning out on a cold and rainy morning. He noted we discussed possibly postponing, but historically our meetings are rain-or-shine, and we wanted to be respectful of people who reserved this time to attend.

We asked the membership if there were any questions about the minutes from the Fall 2025 meeting dated August 23, 2025. No questions were raised. Motion to accept was made and seconded to accept the Fall Membership Meeting Minutes. **VOTE:** None were opposed and the minutes were accepted.

Proposed Bylaws Changes: Kerry explained the survey process used to collect data from the membership. The surveys have been largely viewed favorably and have allowed more members to contribute their opinions (responses are typically 150-200 households vs 100 at in-person meetings). The survey results guide the board on what issues to prioritize. With the last survey, we presented a number of possible changes to the bylaws to address issues within our community. Based on responses and comments the draft was revised and presented at the meeting for discussion and questions. Noted we were not planning to vote today, but rather give a preview and time for members to consider the proposal before voting in the fall. Members are encouraged to ask questions to the Board either by email or in person. Kerry presented the proposed changes and the rationale for each:

Modification to existing rules:

1) Article III, Section 10, General Powers, Rules, #2 Regarding access and the availability of gate keys to the BLPOA private boat launch area

Current Wording: "The key may not be loaned out to any other person than family and specifically not to renters."

New Wording: "The key may not be loaned out to any other person than family and specifically not to renters, ***and owners shall not open gates for non-family members, or any paying guests, to launch their own boats.***"

Rationale: This adds more clarity and plugs the loophole in the rule, while helping protect our lake from external environmental issues (ie invasive species, etc.)

New Additions to Article III, Section 10 under rules (no existing wording)

Regarding All properties:

- 1) Septic systems: Whenever a property is sold and there is a transfer of ownership, the new owner must show a certificate of inspection, including that the system is well functioning and supports the advertised occupancy.



Rationale: Many rental properties abut our lake. Failing septic systems are one of the largest causes of nutrient pollution in terms of phosphorus and nitrogen in the water which can lead to algae blooms, cyanobacteria, declining water clarity, damage to fish habitats and health risks for swimmers. At the present time, cash sales do not require septic inspections as this currently only applies to waterfronts or mortgage/financing transactions.

- 2) Parking: All parked vehicles must in no way obstruct travel on the roads, and there is no overnight parking on the roads.

Rationale: Blocking our roads reduces visibility and creates safety hazards.

Regarding rental properties:

- 3) All rental properties must be registered with the BLPOA. Registrations include owner's home address and contact information, including a 24 hour emergency contact number; number of bedrooms, and maximum number of guests. Registrations must be updated annually. There is no charge for this registration.

Rationale: Contact information for current owners becomes known to all Board members in case of an emergency, or any issues arising that affect the community and need to be addressed.

- 4) Number of bedrooms advertised must be consistent with number of bedrooms listed on the property card with the Town of Wakefield, and does not exceed the septic system's approved bedroom capacity

Rationale: Helps prevent overloading the septic system and any environmental consequences.

Other:

- 5) Failure to comply with rules 1 through 4 regarding results in the following penalties:

- a. 1st offense: written warning
- b. 2nd offense, or if the problem is not corrected 30 days after the written warning: \$500 fine
- c. 3rd offense, or if the problem is not corrected 60 days after the written warning: \$1,000 fine (\$500 previous + additional \$500)
- d. 4th offense, or if the problem is not corrected 90 days after the written warning: \$1000 fine plus member becomes "not in good standing" i.e. loss of gate key for boat launch, loss of voting rights, etc.

Rationale: Individual property owners may need an incentive to comply.

Membership discussion on ByLaws Proposal:

- Brian Strange suggested rental properties be required to list the number of bedrooms based on the town property card versus "sleeps X number of people," which can be misleading.
- Suggestion to advertise the number of parking spaces available so guests are not surprised. This is a significant issue recently along narrow stretches of Beverly Hills Drive. Members report neither owners nor Wakefield PD have been responsive to this safety issue and asked if the Board can take action to resolve.



- Doug Dodge is concerned that rental properties are being singled out when owner-occupied houses can have the same issues, referencing a home on Belleau Blvd with long-term septic issues. Kerry noted the septic language applies to all homes, we will correct the rationale statement by striking the word “rental”.

Reports from our BLPOA Directors & Member Questions & Comments

- **Invasive Species (Paul Petelle):** Paul explained the results of the state survey last fall, when only a small amount of milfoil was spotted and cleared, which was a great result. Unfortunately when leaving the lake the team noticed Brittle Naiad in the boat launch area. Paul and Kerry immediately started working on a plan to remediate. They approached the NHDES with a plan to treat up to 75 acres, pending a survey in late June to confirm areas to be treated. This species breaks easily and then spreads, so diving and pulling is not an option. The treatment will be a chemical treatment with typical 24 hour swim restrictions, likely to be applied mid-July which is the most effective window to treat this invasive. Notice will go out to the membership once the survey is completed and the treatment plan is confirmed. If any is spotted, please notify Kerry or Paul so it can be marked like we have done with milfoils. Suggestion from a member to post photos to the Facebook group so members will know what it looks like. Good news: the town once again approved \$10K toward the expense, but this year's costs will be higher with this new invasive.
- **Lake Safety:** Steve Bischof's update was sent to membership by email. During the meeting, Steve sponsored a contest for membership to test their knowledge of boating safety distances. Congrats to Bruce Patten for winning the prize Steve provided.
- **West Side Road sign board:** Many thanks to the volunteers who completed the sign replacement at the West Side entrance (Karen & Dave Consoli, Tim Booth, Corey Brown, Paul Petelle). Old signs were available for pick up at the meeting, and any remaining will be left under the old sign board until June 7th, then taken for disposal.
- **Association Park (Gary Provencal):** Gary reported on the availability of a donated gas grill to the park (bring your own gas tank), plus the charcoal grill is still available. Please clean up and leave it ready to use for the next person. Gary has made horseshoes available also. Reminder that trash needs to be carried out and disposed of properly – not to be left on the side of the road or in the woods. There are many event reservations during July – Gary will rope off the area, so please respect the boundary for the private events.
- **Beaches and Dam Update (Jeff Marshall):**
- **Beaches:** Jeff thanked the Amero family for their help with the swim lines. The landscaper has been working on cleaning up beaches when the weather cooperates, and several members have also been helping out, which is appreciated. The major beach project for the spring is at Fireplug – behind schedule, but will be done as soon as the weather cooperates.
- **Dam:** water flow has been very slow this spring and all local lakes have been affected. Latest rains should help. The new boards are working great – not seeing leakage. Planning some cement spackling work in the fall after the season. No requirements presented by the State of NH – frequent personnel changes have things on hold.
- **Roads Update (Tim Booth):** Tim reminded everyone the most important contribution we can make to our road conditions are to keep speeds under 15MPH as posted. Every cloud of dust means more erosion and we can lose inches of material which then need to be replaced. All winter road repairs are complete. Grading is in progress, but a little behind scheduled due to weather. Tim worked with a wholesaler to acquire calcium treatment for the primary roads. The annual budget will provide 50 truckloads of material to cover 2 miles in problem areas. Focus for the next round of improvements are Robinhood, Nottingham and Maid Marion. Hoping to stretch the material to cover from Fireplug to



Gold Coast on the West Side. Tim completed some work on smaller roads – noted that Lexington drive had some plunge pits where residents had dumped debris from fire pits, but these need to be kept clear for drainage. Beverly Hills Drive will also see some cleanouts to improve drainage.

Member asked about Vachon culverts and drainage which has been on the list for a few years. Tim explained that priorities shift as conditions are reviewed each year, and sometimes things get bumped if a more critical problem comes up (ex Robinhood had a major flood this year and Vachon has not had any washout so far). Member asked about Emerald Point near the beach – Tim has this on the list – will only require a small amount of material. Member asked for an update on the West Side secondary road.

- **Secondary Road for West Side (Paul Petelle):** Paul updated the membership with research he and Tim have been working on to build a secondary road on the Right-of-Way from Ballard's Ridge to N. Desmond. Membership budgeted \$10K last fall for a survey. That money was not spent because during the research phase, Paul discovered that no contractor would bid this project without a full engineering design to account for water drainage issues around the horse farm, plus a 120ft change in elevation. The estimate for a design is ~\$50K, and a very rough estimate on total project cost is ~\$300K. This led the Board into a broader discussion about how to budget for capital improvement projects, and making decisions on which projects the community wants to invest in.
- Comments and questions from members: This is a safety issue for the 200 homes along Beverly Hills Drive. Q: Will the Town help with funding from our taxes? (A: no, because it is private property). Q: Is there anything in the original deed which requires a second egress? (A: Paul did not find specific deed language requiring this. The Road was marked on original plans, but nothing in writing required it to be built). Q: Will the State help if we present as a safety issue? (A: both state and town officials would expect the lake to be made public if funds were granted).
- **Reserves Funds (Kerry):** as an organization our reserves have grown to \$400K held in CD's. (The Bylaws language requires "adequate," but not a specific number.) Kerry and Lisa both recommend ~\$200K to meet that standard and cover 1 year of expenses in an emergency. For the fall meeting, the Board will work on a list of options for the reserve funds to present to the membership.
- **Treasurer's Report (Mary Vinagro):**
 - Mary reviewed the P&L from 2025, noting the \$400K in reserves, and that a 4th CD was opened.
 - The CPA is working on an audit of 2023-25 to be presented at the fall meeting.
 - Mary reviewed the documents distributed to membership over the past few months as follow-up to Rick Dill's questions regarding income going back to 2014. Mary reiterated she has found no evidence of fraud or missing funds in her multiple reviews of records. The shift in income was a result of change in timing when bills were mailed out, combined with an increase in uncollected dues. Most recently the CPA also confirmed Mary's findings, with letter distributed to membership.
 - Mary presented the membership 3 alternatives to close out this topic:
 1. Membership motion to fund estimated \$5K for retained CPA to complete a detailed report
 2. Membership motion to authorize release of all pertinent records to a CPA hired privately and paid by requesting member(s).
 3. Membership motion to accept Mary's summary of events dating back to 2014, with the shift in collected funds due to a change in timing of sending out bills, combined with an increase in uncollected dues during that timeframe.Membership motion for option 3, **VOTE**: approved with 3 "no" votes recorded.
- Motion to adjourn accepted.

Respectfully submitted,
Janice Hohenstein
BLPOA Secretary