

**HEDDING CAMP MEETING
ASSOCIATION**

Epping, New Hampshire

**RULES
AND
REGULATIONS**

August, 2013

Introduction

HEDDING CAMP GROUND

This section is intended both as an introduction to Hedding for newcomers and as a reminder for long time residents as to what we are all about: our history, our purpose, and our way of doing things. We hope you will take a moment to read this before familiarizing yourselves with the Rules and Regulations and Constitution that follow. If you have questions at any time, please do not hesitate to speak with a member of the Board of Trustees. The Board of Trustees roster for any given year can be found on the last interior page of the annual Hedding Financial Statement booklet and is also posted on the Hedding web site www.heddingcampground.com.

Hedding is located on Route 87 in Epping, NH, two miles from Route 125 and approximately five miles from Route 85/Newfields. A landscaped entrance and sign are maintained throughout the year. The camp is open from mid-April through mid-October. Guests of cottage owners and their families are welcome during that time. During the off season (mid-October through mid-April), only approved winter residents and their guests may be on grounds, unless prior approval has been received from the Board. All non-winter residents entering the grounds must check in with the Director of Winter Security.

In 1863, a group of Methodists, headed by Rev. Calvin Colman, were appointed to seek an appropriate location to hold camp meetings. The group bought land in Epping from Ezra Barber, formed a corporation, and held the first camp meeting in August of that same year. They chose to name their new association after Elijah Hedding, a Methodist bishop in the late eighteenth century. The object of the Association, according to the Hedding Constitution, is to foster and advance the highest spiritual interests through sponsoring and promoting Camp Meetings, other religious assemblies, and such education, social and recreational life as may be deemed consonant therewith and contributory thereto, in the Town of Epping, county of Rockingham, and State of New Hampshire. The Camp Meeting tradition continues and the yearly Camp Meeting week is a highlight of the summer season. 2012 marked Hedding's 150th Camp Meeting Week.

While smaller in the earlier years, today Hedding encompasses almost 300 wooded acres. Public buildings and 120 cottages are located near the center of the property. Chautauqua Hall, used for church services and other events, was moved up to Hedding Avenue by oxen and cart from Exeter in 1887, where it had been used as a roller skating rink. Besides Chautauqua, the other public buildings include the Studio/Post Office, Recreation Hall, Library/Thrift Shop and the Haverhill Community House. These public buildings are available for use to church groups, cottage owners and those referred by cottage owners for a nominal donation to cover expenses.

From late June through Labor Day weekend, church services are held every Sunday at Chautauqua Hall. Visiting preachers come from many different parishes in the area. In addition, there is usually a hymn sing held every Wednesday evening in the Studio, which is across Hedding Ave. from Chautauqua Hall. During Camp Meeting week, services are held every day. The annual meeting of the Hedding Camp Meeting Association is held on the Saturday concluding Camp Meeting week to conduct the camp's business and elect new officers. All cottage owners and associate members are encouraged to attend this meeting.

On weekend nights during July and August, various organizations sponsor some sort of entertainment. As an example, the Chautauqua Association holds a yearly auction, in addition to their duty of publishing the Hedding Highlights, our

weekly newsletter and maintaining the Hedding web site. The Ladies' Auxiliary, which meets in the Studio on Tuesday afternoons, sponsors the fair on the first Saturday in August. In addition, this group runs the Thrift Shop and has been responsible for the Library since 1914. The Hedding Athletic Association, organized in 1910, sponsors Olympic Day for the youth of Hedding, the Fourth of July Parade, the Hedding Golf Open and many other sporting events. The Religious Life Committee plans all religious activities, including Camp Meeting week and securing ministers for Sunday services. The Forestry Committee is the tree steward group and works with cottage owners, the Board and with lumber companies to ensure proper resource management and to preserve the grounds. Camp is provided at a nominal cost for the youth (ages 3 – 17) of Hedding for 6 weeks during the summer. The Board of Trustees, comprised of 6 elected cottage owners (3 year term) oversees these groups and is tasked with enforcing the Rules & Regulations of Hedding which can be found on the following pages.

All of these activities are the essence of Hedding and with some limited exceptions, i.e., the superintendent of the property, Day Camp director and counselors, depend entirely on volunteers. All cottage owners and their families are encouraged to roll up their sleeves and participate in the various volunteer activities such as pool clean up, Forestry Day and the Fair, which help support the grounds. The many who choose to become involved find their time at Hedding rewarding, busy and enjoyable. In a few words, Hedding is all about Christian fellowship, family, history, nature, laughter, and sharing, both in good times and bad. For all who are reading this, whether new to Hedding or long time community members, we hope you will participate in the many aspects Hedding has to offer and enjoy the hallowed grounds and Christian fellowship which is Hedding.

The following pages will help familiarize you with the Rules and Regulations of Hedding, the Constitution, as well as the purpose and structure of the various groups that comprise the Hedding community. Please take the time to read them. In addition to the Rules and Regulations, the Board asks that you exercise common sense and sound judgment when conducting yourselves on the grounds. Please also help familiarize your visiting guests with the basic rules.

If you have any questions, please feel to ask a Trustee. If you have issues or concerns that you need to present at a Trustees meeting, please contact a Trustee prior to the meeting so that your item can be added to the agenda. This will ensure the Board has adequate time to address it.

Respectfully,

The Board of Trustees

August 2013

I. GENERAL

- A. **PURPOSE:** The campground of Hedding is maintained for the benefit of Christian people seeking inspiration, quiet, relaxation and pleasure. Social usage must of necessity conform to these ideals. The validity of property rights depends upon the observance of the Rules and Regulations of the Association which grants these rights.
- B. **RIGHTS AND OBLIGATIONS OF COTTAGE OWNERS:** Cottage owners are by such rights, members of the Hedding Camp Meeting Association. Therefore, they are expected to attend its Annual Meeting and share in its deliberations and acts. It is expected that they will show positive, friendly and constant interest in all the affairs of the Association, consideration for its property, and will seek to advance its religious, educational and social interests, in lawful and Christian ways.
- C. **ASSOCIATE MEMBERS:** Associate member applications must be approved by The Board of Trustees. Applicants for Associate Members must be nominated by a cottage owner and will be required to provide the same three references as are now required of those purchasing a cottage. Applicants will be provided a copy of the Rules and Regulations and Constitution of Hedding Camp Meeting Association. Upon verification of the application and references, an interview will be scheduled with the Board of Trustees during its next regularly scheduled board meeting. Following the interview, the applicant will be notified of his or her approval or denial.
- D. **SUNDAY:** Sunday morning provides Hedding residents the chance to worship together and to seek inspiration under the leadership of ministers invited to preach each Sunday and daily during Camp Meeting Week. All residents are encouraged to attend weekly church services, and are expected to maintain quiet on Sunday mornings. Sports (including swimming in the pool) and outside manual labor are prohibited on Sunday mornings until after church services have concluded.
- E. **ASSESSMENT:** An annual levy on all cottages shall be based *in part* on the current valuation placed by the Town of Epping, *and in part on a flat fee* as recommended by the Board of Trustees *and as changed and accepted by* the Annual Meeting of this Association. It shall fix the charges for the use of water and for any other public utility that may become available. It shall assess each cottage for the lighting of the grounds, and for any other public services or projects, the expense of which has been voted by *the Association* to be charged against the cottage owner. Each year an additional fee may be charged to Winter Security Residents and/or Extended Time Residents as recommended by the Board of Trustees and as changed and accepted at the Annual Meeting of this Association. The income from this fee will be credited equally to all other cottage owners.
- F. **SEASON:** The camp is open from mid-April through mid-October. Guests of cottage owners and their families are welcome during that time. During that period, cottage owners, their families and invited guests are permitted the use of the grounds and facilities in compliance with the established Rules and Regulations of the Association. During the off season (mid-October through mid-April), only approved winter residents and their guests may be on grounds, unless prior approval has been granted by the Board of Trustees. All non-winter residents entering the grounds must check in with the Director of Winter Security.
- G. **IN CASE OF EMERGENCY SITUATIONS:** The Trustees will try to notify all cottage owners of concerns and actions to take via the following means:
- Delivering notices door to door
 - Notification on the blackboard near the pool
 - Notification on the bulletin board at the Studio
 - By ringing the Chautauqua Hall bell
- H. **SIGNATORY:** In addition to the Comptroller, the Treasurer of the Association and the Chair of the Trustees (or a designee) will serve as signature authority on the accounts of the Hedding Camp Meeting Association. Two signatures will be required for checks or withdrawals over a threshold amount to be determined by the Board.

II. GROUNDS AND FACILITIES

GENERAL APPEARANCE: Keeping the campground neat and attractive is a responsibility shared by each resident. Trash barrels are located in all public areas. Note: In keeping with the new single stream recycling program, recycling trash bins will be located at the community house, pool and post office. Please follow the same rules in disposing of items in these barrels as is posted on the recycle dumpster. In the spring, each cottage owner should pick up accumulated leaves, twigs and needles, place them in paper or plastic bags and leave them by the side of the road prior to the July 4th weekend for pickup. Broken or fallen branches should also be collected and piled for pickup. Disposing of grass clippings and trimmings from trees are the cottage owner's responsibility.

- A. **ALCOHOLIC BEVERAGES:** The public drinking of alcoholic beverages on the grounds is prohibited.
- B. **MOTORIZED VEHICLES:** The speed limit in Hedding is **15 MPH**. Except as prescribed by the Trustees, long term parking is prohibited in the Public Circle and on the main campus in the center of the grounds.
- a. All vehicles and motorcycles must be properly registered and inspected and may be used only for necessary transportation. "Joy-riding" is prohibited. ATV's and the like may be used only on the Boy Scout Road and wooded trails, except for the purpose of Hedding maintenance. Users of ATV's may proceed with caution on Hedding roads to reach their destination. ATV users must comply with all NH state ATV laws. ATV users should exercise extreme caution when traversing areas where there is likely to be pedestrian traffic.
 - b. Snowmobiles are excluded from the grounds except by permission of the Board of Trustees, and then only on specified trails. All snowmobile users who are approved and who are approved to be on grounds must comply with all NH state snowmobile laws.
 - c. No large recreational vehicles may be parked on the grounds for more than five days without approval from the Trustees.
 - d. Motorized vehicles should yield to pedestrian and bicycle traffic. Parents are encouraged to teach bicycle safety, including riding "against" the traffic on Hedding roads, not "darting" out into the middle of the road and wearing bicycle safety helmets.
 - e. When taking vehicles down to the river: please take extra caution with your speed and be especially observant of foot traffic.
- C. **FIRE: That's a four letter word we don't want to hear at Hedding.** Every precaution must be taken to prevent fires. Cottage owners are expected to equip their cottages with approved types of smoke detectors and fire extinguishers, which should be kept in readiness at all times. In addition, each cottage must have an outside spigot with a garden hose attached. The building of fires in the open is strictly prohibited without a permit from the town of Epping. Outdoor barbecues and the like are permitted provided they are supervised by an adult and a hose or fire extinguisher is available. The greatest possible care must be taken in the disposal of ashes and smoking materials. Any fire must be extinguished at a Trustees' request. If you have a fire emergency – please dial 911 and also inform anyone in the immediate vicinity of the circumstance. In addition, the church bell should be rung rapidly to alert the rest of the camp ground. Anyone causing a fire is liable for all related costs in accordance with New Hampshire law.
- D. **FIREWORKS:** Some fireworks are legal in New Hampshire and the list may be found at the Epping Town Hall. However, due to fire and safety reasons, they are not permitted on the grounds, except in a supervised setting on the ball field with appropriate fire extinguishing equipment nearby.

- E. **DOGS:** Hedding observes a modification of Epping's 24-hour leash law: all dogs must be leashed or under strict verbal control. It is against Hedding rules for any dog to run at large, except in close proximity to its owner. (i.e. no one objects to exercising your dog on the ball field, as long as you are around to supervise them). Dog owners are required to clean up after their pets. Dogs are not allowed in the pool at any time.
- F. **FIREARMS:** The discharge of firearms or air guns within the boundaries of the grounds is prohibited.
- G. **TREES:** No living tree within a circumference of 6" or more measured at the stump base may be cut without the permission of the Forestry Committee. Cottage owners wishing to remove trees larger than this from their property must submit a Tree Removal Application and receive approval from the Forestry Committee prior to having the tree removed. Tree Removal Applications may be found on the web site or you may request a copy from any of the Trustees.
- H. **CAMPING:** Camping or tenting will be permitted only with the permission of the Trustees. Permission will be contingent upon the purpose of the outing and upon evidence that proper fire and sanitation practices are to be followed.
- I. **RECREATION:** Sporting and recreational activities must be conducted with due consideration for residents, and are not permitted during church services or Bible study meetings. The hitting of golf balls on the ball field or any other area is prohibited.
- J. **NOISE:** General construction noise and noise from lawn mowers, leaf blowers etc. should not begin until 8:00 am. Other noise, such as get together's etc. should cease at 11:00 pm (then bring it inside). Please have respect for your neighbors. As we all know sound travels more so than normal on the camp grounds – so please be considerate of your fellow Heddingites. As a courtesy, if you are planning a large get together, please let your neighboring cottage owners know so they will not be surprised and can plan accordingly.
- K. **COMMUNITY BUILDINGS:** A \$100.00 reservation deposit is required from anyone (churches, Hedding families, outside groups) wanting to book the Community House. \$50.00 will be returned after an inspection by the Superintendent (or his designee) determines it was left in the same condition as prior to the event. The other \$50.00 will help cover propane, cleaning supplies, and the general maintenance of the Community House. Additional donations to the HCMA are always accepted from groups using the facilities.
- L. **WATER:** Cottage owners are asked to avoid any unnecessary use of water. Every effort should be made to conserve water, especially during peak season. When a leak occurs in the cottage, it should be promptly repaired. If it is not, the Superintendent may shut off, disconnect or lock out the water supply until necessary repairs are made. Any costs associated with disconnecting the water supply to the cottage shall be the responsibility of the cottage owner. Water will not be restored until repairs are complete and any fees paid. If a cottage is not occupied, the water supply valve must be shut off. If a leak is observed in a supply line, please promptly notify the Superintendent.
- M. **TRASH:** Only *household* trash is permitted to be disposed of in the general dumpsters. Large items, construction debris etc. should be taken to the Epping dump. Please observe the rules posted for disposing of items in the single stream recycling dumpster. Cardboard boxes must be *broken* down prior to disposal in this dumpster.

N. **SWIMMING POOL RULES:** Use of the pool is strictly limited to Hedding residents and their guests, and is entirely at the user's risk. The Trustees will take appropriate action against those who compromise the safety of others.

1. Swimming is permitted between sunrise and sunset Monday through Saturday, and after church services are concluded on Sunday through sunset.
2. **NO LIFEGUARD IS ON DUTY AT THE POOL.** All children must be supervised while swimming. All children under the age of 12 must be accompanied by an adult 18 or older who is a competent swimmer. Children over 12 (and those turning 12 by December 31 of any given calendar year) and who have passed the American Red Cross Level 5 test may swim with a "buddy" who meets the same criteria.
3. The use of any flotation device by a non-swimmer is forbidden. Such devices may be used by swimmers except during periods of peak pool use such as weekend afternoons. Flotation devices should be removed from the pool when not in use.
4. During Day Camp swimming periods, other swimmers must heed the requests of the swimming instructor regarding the use of any particular pool area.
5. Diving is allowed only from the end of the dock. Jumping from the stairs or banks and running across the road onto the stairs or dock are prohibited.
6. Horseplay interfering with the enjoyment of others is forbidden. Prohibited activities include dunking; pushing; running or playing ball on the grass area; and the throwing of sand. Particular care must be taken around the roped children's area.
7. Dogs are never allowed in the pool. A dog brought to the pool must be on a leash or otherwise restrained.
8. Children who are not ARC level 3 are restricted to the roped-in areas unless an adult solely responsible for that child is in the water with him or her at all times.
9. To maintain the cleanliness of the water, which is chlorinated, bathing suits designed for that purpose must be worn (i.e., one's that do not run when in contact with chlorine). Disposable diapers may not be worn by children in the water, nor may they be disposed of in public trash barrels. Residents anticipating a large number of guests using the pool are asked to inform the Superintendent in advance so that chlorine levels may be adjusted. Please ensure children use the Porta-Potty located in the parking area.
10. Everyone using the pool is requested to cooperate in keeping the area picked up, using the trash and recycling barrels provided. No glass of any kind is allowed in the pool areas. Please also pick up all toys, noodles, flotation devices etc. when you leave the pool area.
11. Anyone using the pool may request compliance with any of these rules. Violators who do not comply will be required to leave the facility pending an appearance before the Board of Trustees.

III. OWNERSHIP, RENTAL AND OCCUPANCY OF COTTAGES

GENERAL: Lots are not sold outright, but the Association grants the right to occupy said premises, subject to the restrictions named in the lease, the payment of taxes and assessments and the compliance with the Rules and Regulations and Constitution of the Hedding Camp Meeting Association. Leaseholders may not transfer their *lots* for profit. **All sales, rentals and transfers of cottages must be approved in advance by the Board of Trustees.** *Outside real-estate agents may not be employed for any transaction at Hedding.* A cottage may be occupied at any given time, only if the adult owner and/or his or her immediate family are in residence, unless the Board of Trustees has approved a rental or the cottage is being occupied at no cost by close friends or relatives. Any person whose name is requested to be on a Deed of Lease must have three references on file: one from their pastor, and two other personal references. References need to be obtained only ONCE during one's residence at Hedding. For example, if a current cottage owner or other Association member whose name is listed on a deed wishes to buy another cottage, he or she will not be required to obtain new references.

The following regulations apply to deeds of lease:

- A. **SALE OF COTTAGES:** Cottages may be sold only as seasonal dwellings, not as year-round homes even if they have been winterized. Anyone purchasing a cottage and wishing to occupy it during the off-season must follow the regular request procedure outlined below. New owners are reminded that according to these Rules they will not be permitted to become Winter Security Occupants unless they meet the requirements of section IIIIF. *NOTE: The sale of a cottage previously approved for winter occupancy does not guarantee that it will be automatically approved for continued off-season use.* The following are the procedures for the sale of a cottage:
- i. The seller shall complete the relevant section of the **Transfer Application** and provide it along with a copy of the Rules and Regulations to the prospective buyer.
 - ii. The buyer shall provide three letters of reference: one from their pastor, and two other personal references, unless these are already on file with the Association.
 - iii. The prospective buyer will be required to sign the pledge at the bottom of the Purchase Application stating that they have received, read and understand the Rules and Regulations of the Hedding Camp Meeting Association and intend to abide by them.
 - iv. The Comptroller will confirm that all monies due to the Town of Epping and to the Association are current.
 - v. Upon verification of the application and references and confirmation of Item iv, an interview will be scheduled with the Board of Trustees during its next regularly scheduled board meeting. Once the Board has had an opportunity to deliberate the applicant will be notified of his or her approval or denial.
 - vi. Upon approval, the buyer will pay a \$25 lot transfer fee to the Hedding Camp Meeting Association and the deed will be transferred to the purchaser's name.
- B. **RENTAL OF COTTAGES:** Cottage owners should submit a Rental request form to the Chairman of the Board of Trustees along with three letters of reference for the proposed renter: one from their pastor, and two other personal references. The Chairman will notify the cottage owner whether the rental has been approved or denied. *Renting or leasing of cottages during the off-season is prohibited.* The rental of any cottage is subject to termination by the Board of Trustees in the event of valid complaints by Hedding cottage owners. The Board will notify both the occupant and the owner that a termination has been voted on. The cottage must then be vacated within 24 hours; any further occupancy by the renter, or his presence on the grounds, shall constitute a trespass.

- C. **DEED CHANGES:** Cottage owners wishing to add, remove or change a name on a deed should fill out and submit a **Deed Change Application** and submit it to the Board of Trustees. If a person being added to a deed does not have the requisite references already on file, these should be submitted with the Deed Change Application and an interview will be scheduled with the Board of Trustees during its next regularly scheduled board meeting. Owners must be current in their Town of Epping taxes and Association dues in order to effect a deed change.
- D. **DEATH OF A COTTAGE OWNER:** Upon the death of a cottage owner, a family member or the executor of the estate is requested to notify the Recorder of the Association and to furnish him or her with a certificate of death. The Recorder will then remove the decedent's name from the Deed of Lease and pass on all appropriate information to the Comptroller and the Secretary of the Association. If the decedent was the sole lessee of the property, a family member or the executor is asked to inform the Comptroller of the Association: to whom bills should be sent and to whom a Deed Change Application should be sent. If the person replacing the decedent on the deed does not have the requisite references on file, per above, these will need to be provided and an interview scheduled with the Board of Trustees.
- E. **OFF-SEASON OCCUPANCY:** All requests for any permitted (see below) off-season occupancy must be approved in advance by the Board of Trustees. The following rules for off-season occupancy have been adopted by the association:
- i. **Short fall, winter or spring vacations** of no more than four full days are permitted between October 15 and April 15 *provided at least one cottage owner is in residence*. In all cases the occupants must advise the Director of Winter Security or his designee of their stay. Cottage owners are urged to minimize the driving of automobiles on the grounds during off-season.
 - ii. **Extended Occupancy:** Cottage owners who have had a well since before August 1, 1990, and who wish to extend their stay on the grounds for an additional few weeks after October 15 must submit a written request to the Board of Trustees before August 1 of each year. The Board may grant extensions of not more than 45 days, with an additional 30 days possible depending upon weather conditions. Extended occupancy requests must include the following:
 - The dates the cottage will be occupied.
 - The names of any individuals who will be occupying the cottage with the owner.

The Board of Trustees will consider any reasonable request and will advise the owner of its decision by Labor Day. That if anyone uses or attempts to use the cottage without the Board of Trustees approval for more than 4 full days between October 15 and April 15 all rights of occupancy or leasehold rights shall be automatically terminated.

In addition, the undersigned shall be liable for all cost, including reasonable attorney's fees in enforcing this provision, and any violation of any rules and regulations of the Hedding Camp Meeting Association.

- F. **WINTER SECURITY OCCUPANTS:** To improve the security of the campground, the Board will approve no more than ten cottage owners (excluding the Director of Winter Security) as Winter Security Occupants. Only previously approved Winter Security Occupants or long-time cottage owners with a minimum of five years as an owner or Associate Member who have in the past participated in camp ground community service activities are eligible. Exceptions to this eligibility requirement can only be made by a vote of the Association. Priority will be given to the previous year's Winter Security Occupants. Winter Security Occupants must satisfy the following requirements:
- i. Willingness to serve as an unpaid Winter Security Occupant.
 - ii. Verify they are the owners of the cottage in which they will be residing.
 - iii. Be current with payment of Hedding assessments and Epping taxes.
 - iv. Provide the names of the individuals who will be occupying the cottage with them.
 - v. Have had a well since before August 1st, 1990

- vi. Provide the Board of Trustees with an inspection certificate from a certified home-inspection company approved by the Board of Trustees indicating that the cottage meets the standards of the New Hampshire Code for occupancy. If necessary, the statement must indicate the owner's willingness to pay the expense of bringing the cottage up to those standards. (New Winter Security Occupants only)

Cottage owners who wish to serve as Winter Security Occupants must submit a Winter Security Application to the Board of Trustees before August 15th of each year. The cottage owner agrees to accept the decision of the Trustees regarding any application for use other than seasonal.

The Board of Trustees will consider each request and will advise the applicant of its decision by Labor Day Weekend. First-time Winter Security Occupants, whom meet all the requirements and whom the Board of Trustees have accepted will receive tentative approval and will have thirty days to obtain the above-mentioned inspection certificate before final approval will be granted.

For safety reasons, the Association *strongly recommends* that children not be included for extended or winter occupancy. Neither the Hedding Camp Meeting Association nor its Board of Trustees can guarantee free and easy access in and out of the grounds during the winter months, nor can it assume any liability for the well-being of a resident during that time. Only those roads are plowed which permit access to Winter Security Occupants, and it is done at their expense. *Seasonal residents must be aware that their cottages may well be inaccessible by automobile during the winter.*

The Board of Trustees will determine any increase in the cost of operating, repairing or maintaining its facilities as a result of damage or constant use by Winter Security Occupants, who will be required to reimburse the Association accordingly.

Winter Security Occupants who have guests staying with them for four days or less must so inform the Director of Winter Security or his designee. Approval of the Board of Trustees is required when a visit is to extend beyond four full days.

IV. BUILDING PERMITS AND MAINTENANCE

GENERAL: No new structure may be erected upon the land leased from the Association without the owner's first obtaining permission from the Trustees. No structure may be built nearer than six feet from the boundary lines of the lot without the approval of the Trustees. All state and local building ordinances must be followed, as must any building regulations voted by the Association and/or adopted by the Board of Trustees. Hedding's regulations are based on the premise that any cottage owner has the right to maintain and improve his or her property within reasonable limits as defined by the Board of Trustees and subject to the following broad guidelines, as voted in July 1993:

- that any maintenance of a property, or any changes, alterations or additions thereto, must preserve and reflect the basic character of the building itself, or its immediate surroundings, and of Hedding as a whole. Any new buildings must conform to these requirements
- that Hedding is a religious summer community with clear restrictions placed on off-season occupancy
- that the number of cottages will not increase from the present 120 in the foreseeable future

PERMISSION OF THE BOARD IS **NOT** REQUIRED FOR:

1. Routine maintenance such as interior or exterior painting, roofing, plumbing, rescreening, electrical or foundation work.
2. Interior remodeling not affecting outside appearance.
3. Replacement IN KIND (i.e. similar size and appearance) of stairways, sheds, stoops, decks, latticework, etc.

PERMISSION OF THE BOARD IS REQUIRED FOR:

1. Any work other than painting that will alter the external appearance of a cottage: for example, the addition of a window or dormer, a room, a porch, deck or chimney, or the enlargement of any of these.
2. Construction of new buildings (detached tool sheds, workshops, etc.) As a general rule, no new structure larger than a one-car garage will be permitted.

A. **BUILDING PERMITS:** When building permission is required, it must be sought in writing by submitting a **Building Permit Application** to the Board of Trustees and, when appropriate, with a sketch of the building and/or the surrounding property submitted with the request. If the submission involves an addition or a new structure (such as a shed), verification must be made by the Superintendent of the Association that the new structure is not being placed over any water lines. The request must also include estimated starting and completion dates and indicate who will be doing the work (the cottage owner or an outside contractor). NOTE: If an outside contractor is doing the work, the cottage owner must so inform the Board before the work has begun, and provide estimated starting and completion dates. Any outside contractor must be licensed by the State of NH and must provide the Association with a certificate of insurance. Any construction planned for the off-season (between October 15 and April 15) will require permission from the Board and is subject to the rules above.

- i. Construction of a new building will be allowed ONLY when the size and shape of the cottage owners lot make it feasible and ONLY when the Board is satisfied that the new building preserves the character of the property and the grounds as a whole per the description above. Under this guideline it is entirely possible that a building or structure permissible in one area of the grounds may be disallowed in another location.
- ii. No resident shall be allowed to erect a temporary garage on the grounds.
- iii. All building projects requiring Board approval must be started within ONE YEAR of the date permission is granted. Projects not begun within a year must be re-submitted for approval. If exterior work other than painting is to take more than one calendar year to complete, the cottage owner is asked to provide the Board with an estimated completion date. This regulation is designed to minimize the possibility of cluttered yards or half-completed work detracting from the appearance of a property for too long or becoming a hazard.
- iv. A member or representative of the Board may check on work in progress from time to time.
- v. The Board will grant, deny or defer permission within two weeks of its next meeting. If permission is denied or deferred, the Board will discuss its reasons with the cottage owner and will suggest any changes that might make the request acceptable. The cottage owner may then resubmit the request at any time. No work may begin until final permission of the Board has been obtained.
- vi. The cottage owner may be asked to appear in person before the Board to discuss and, if necessary, explain the need for the alteration or construction. All properties abutting the proposed alteration must grant approval as a condition of the building permit.

Where the above provisions have been disregarded, the Board may cancel the lease of the lot and order the removal of the building from the grounds at the owner's expense, order the illegal structure or alteration to be removed or alternatively impose a fine.

- B. **MAINTENANCE:** Cottage owners are expected to maintain their cottages and property, especially with regard to safety issues.
- i. All cottages in which wood or coal are burned, or which have stoves in which oil burners are used, must be provided with brick, concrete block or double-walled insulated chimneys of approved design, construction and height. The Trustees may forbid occupancy of any building not provided with a chimney that meets these criteria.
 - ii. The shingling of all new roofs, and the re-shingling of old ones, must be done with fire-resistant material approved by the Board of Fire Underwriters.

- iii. All cottages shall be equipped with approved septic systems. Changes made to existing systems and the installation of new ones must comply with local and state regulations and be approved by the Board of Trustees.
- iv. The plumbing, heating, electrical and water systems of each cottages are subject to inspection by competent persons engaged by the Board of Trustees. Should any defects or hazards be found, the Trustees may condemn the property and forbid its use until the required correction has been made. In the case of electrical defects, the Trustees, after notifying the owner, may also request the power company to discontinue services to the building until the problem has been corrected.

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Any applications referred to herein may be obtained from any member of the Board of Trustees or on the Hedding web site,

THESE RULES AND REGULATIONS OF THE HEDDING CAMP MEETING ASSOCIATION MAY BE MODIFIED AND UNDER SPECIAL CIRCUMSTANCES, WAIVED BY THE BOARD OF TRUSTEES.

Approved by the Board of Trustees: August, 2013

**HEDDING CAMP MEETING
ASSOCIATION**

Epping, New Hampshire

CONSTITUTION

August, 2013

2013

**CONSTITUTION OF THE HEDDING CAMP MEETING
ASSOCIATION OF THE TRI-STATE DISTRICT
OF THE NEW ENGLAND ANNUAL CONFERENCE OF THE
UNITED METHODIST CHURCH**

ARTICLE I

Name

This association shall be called and known by the name of the Hedding Camp Meeting Association as designated by an act of incorporation in the acts of 1863 of the New Hampshire Legislature.

ARTICLE II

Object

The object of the Association shall be to foster and advance the highest spiritual interests through sponsoring and promoting Camp Meetings, other religious assemblies, and such education, social and recreational life as may be deemed consonant therewith and contributory thereto, in the Town of Epping, county of Rockingham, and State of New Hampshire.

ARTICLE III

Membership

The membership of this Association shall consist of the following:

SECTION I. Clergy

The District Superintendent and all preachers in charge of a United Methodist church in the Tri-State District shall be members of the Association. No dues shall be charged for this class of membership.

SECTION II. Owners of Cottages

Any person whose name appears in the title of a cottage shall be a member of the Association. Such person shall have full voting powers, with this proviso, that only one person per cottage, under this class of membership, may exercise that right at an official meeting of the Association.

When no such member can be present at a meeting, he or she may issue a proxy to some other member or Associate Member of the Association. An owner of more than one cottage shall be entitled to one vote for each cottage. At any official meeting of the Association no individual may exercise more than two (2) proxy voting rights. The privilege of voting by proxy is extended to this class of membership only.

SECTION III. Associate Members

Members under this section must be nominated by a cottage owner and approved by the Board of Trustees. Not more than one Associate Member per cottage shall be approved. Additional Associate Members, limited to 20% of the number of cottages may be approved on nomination by cottage owners, provided that no cottage will have more than two Associate Members. They shall pay a yearly fee as approved by the Annual Meeting and shall be eligible to vote at the next Annual Meeting following their approval. These changes apply to memberships after August 18, 2001.

Applicants for Associate Members should be given a copy of the Rules and Regulations and Constitution of Hedding Camp Meeting Association and be required to provide the same three references as are now required of those purchasing a cottage. Changes apply to memberships after August 16, 1997.

Any member of the Association, with the exception of members qualifying under section I, in arrears in payment of assessments and/or dues for two (2) successive years shall forfeit the rights of membership in the Association. Said member may be reinstated upon payment in full of delinquent assessments and/or dues.

ARTICLE IV

Officers

The officers of said Association shall be President, a Secretary, a Treasurer, a Trustees' Comptroller, a Recorder, an Auditor, a Board of six Trustees, District Superintendent of the Tri-State district of the New England Annual Conference of the United Methodist Church shall, ex-officio, be President. The Secretary, the Treasurer, and at least two thirds of the Trustees and of the Standing Committee of Three on Nominations shall be members of the United Methodist Church. The President of the Association, The Treasurer and the Trustees' Comptroller shall be ex-officio, the Treasurer of the Board of Trustees.

The Secretary, the Treasurer, the Trustees' Comptroller, the Recorder, the Auditor and Standing Committee of Three on Nominations shall be elected annually at the Annual Meeting. The Trustees shall be so elected that, at each Annual Meeting, two vacancies shall occur and two Trustees be elected for the term of three years. Vacancies occurring in any elected office in the interim of the annual Meeting may be filled by the Board of Trustees until the Annual Meeting following, when any vacancy of an elected office shall be filled by the Association for the unexpired term in the regular manner.

All officers shall be elected by ballot.

All elected officers except Trustees shall take office on the first day of January following their election. Trustees shall take office immediately following their election at an Annual Meeting.

ARTICLE V

Duties and Powers of Officers

The **PRESIDENT** shall preside at all meetings of the Association. In case he cannot be present to assume his duties he shall choose a President pro tem to preside in his place. The President shall have control and direction of the Camp Meetings and other religious assemblies sponsored by said Association, and, with the counsel of the Board of Trustees, shall fix dates of same.

The **SECRETARY**, having taken proper oath of office, shall keep a true record of all meetings and actions of the Association and shall issue the call for the Annual Meeting of any Special Meeting of the Association.

The **TREASURER** shall be the custodian of all deeds, wills, insurance policies, estate papers and religious funds of the Association, shall disburse such funds at the order of the Annual Meeting or the Religious Life and Personnel Committee and shall present at each Annual Meeting a full and accurate report of all receipts and expenditures for the year.

The **TRUSTEES' COMPTROLLER** shall be the custodian of all funds of the Association except religious funds, shall distribute such funds at the order of the Annual Meeting or of the Board of Trustees, shall collect annual levy and other charges on cottages and buildings; shall assist the Board of Trustees in all financial matters including the preparation of the annual budget and shall present at each Annual Meeting a full and accurate report of all receipts and expenditures for the year and of the general financial condition of the Association.

The **RECORDER** shall maintain a plan of the grounds; shall provide forms for assignment or transfer of leased lots; shall with the approval of the Trustees in each case record and maintain records of changes in the assignment or transfer of leased lots; and shall report such changes to the Trustees' Comptroller and the Secretary of the Association.

The **AUDITOR** shall perform the usual duties of such an officer.

The **BOARD OF TRUSTEES** shall annually organize by the election of a Chairman and Secretary from among its own members, and may make such rules and regulations as may be found essential to the safety and welfare committed to its charge. Its Chairman and Secretary shall be authorized to execute all documents for said Association. Deeds of Real Estate must be approved by vote of the Association, and a certified record of said vote shall be transmitted by the Secretary to the Board. It shall have the custody, care, control and management of all property of whatsoever description of the Association, except such as may herein be expressly delegated to other officers of the Association.

The Board of Trustees shall prepare for and present to the Annual Meeting for their consideration and adoption an operating budget, which shall include all estimated costs for the operation of the Hedding Camp Meeting Association for the next year. Said budget shall include expenses for the water system, street lighting, general operating expenses, and any special expenditures to be considered for the ensuing year.

An annual levy on cottages shall be based *in part* on the current valuation placed by the Town of Epping, *and in part on a flat fee* as recommended by the Board of Trustees *and as changed and accepted by* the Annual Meeting of this Association. It shall fix the charges for the use of water and for any other public utility that may become available. It shall assess each cottage for the

lighting of the grounds, and for any other public services or projects, the expense of which has been voted by *the Association* to be charged against the cottage owner.

Each year an additional fee may be charged to Winter Security Residents and/or Extended Time Residents as recommended by the Board of Trustees and as changed and accepted at the Annual Meeting of this Association. The income from this fee will be credited equally to all other cottage owners.

It shall enforce the observance of all Rules and Regulations adopted either by the Annual Meeting or by the Board of Trustees.

The Trustees shall make to each Annual Meeting a full report of the work for the year, together with such recommendations as relate to future policy and procedure.

The **STANDING COMMITTEE OF THREE ON NOMINATIONS** shall prepare its report and post the same at the Hedding Post Office or in a prominent location on the Hedding Camp Ground each year before noon of the Saturday preceding Camp Meeting Week.

ARTICLE VI

Annual Meeting

The Annual Meeting of this Association shall be held at such place as the Board of Trustees may determine. The Annual Meeting shall be called for the Saturday afternoon of Camp Meeting Week, and the general order of business shall be determined by the Secretary but should include (in an order to be determined by the Secretary):

1. Distribution of ballots, preferably at the door.
2. Prayer.
3. Reports of Constitutional Officers.
4. Election of Officers.
5. Other reports.
6. Old and New Business
7. Announcement of result of elections.

A special meeting of the Hedding Camp Meeting Association may be called by a vote of the Board of Trustees or at the written request of any twenty members of the Association – a notice of such meeting having been posted FOURTEEN (14) DAY previous to the selected date of such meeting and sent to all members of the Association.

ARTICLE VII

Forfeiture

Lots not built upon within two years of their being leased may be declared forfeited by the Board of Trustees, in which case money originally paid for the leases shall be refunded. Provided, however, that lessee be given one year of grace in which he would have the right to build if he so desired, notice in writing thereof to be given the lessee by the Secretary of the Board.

For the purpose of this article a group of contiguous lots of common ownership shall be considered as one lot.

ARTICLE VIII

Quorum

Thirty-five members shall constitute a quorum for the transaction of business at any meeting of the Association.

ARTICLE IX

Dissolution and Distribution of Estate

The assets of the Association shall be held subject to the following conditions namely:

Whenever the property of the Association may cease to be needed and used for the purposes set forth in Article II, it shall then be conveyed and transferred to the Preachers' Aid Society of the New Hampshire Conference of the United Methodist Church to be made an invested fund, the interest of which shall be distributed annually for the support of the retired members of said Conference, and distributed by the stewards of said Conference as a part of the funds of said Society, and for no other purpose whatever.

ARTICLE X

Amendment

These articles may be amended by a two-thirds vote of the members present and voting at any Annual Meeting of the Association or at any Special Meeting of the Association called for such purpose provided that such amendments have been submitted in writing at the previous Annual Meeting of the Association, or at a Special Meeting of the Association, in which event fourteen (14) days notice of such meeting and the purpose thereof shall be given to all voting Members of the Association by mail directed to their last known address.