



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION
2009 ANNUAL MEETING MINUTES
Tuesday, December 1, 2009

DIRECTORS PRESENT:

Mark Wheatley Rick Balboni Al Reilley Elaine Reid David LaFrance

Great North MGMNT PRESENT:

Elaine Devlin

Annual meeting was called to order at 7:15 p.m. Elaine Reid, Secretary, read the 2009 Annual Meeting Notice. Each Board member was introduced. Claire Azzalina, 12 Brussels Drive, made a motion to waive the reading of the 2008 Annual Meeting Minutes and to accept the minutes. This was seconded by Rick Balboni, and unanimously approved.

PRESIDENTS REPORT

1. Vendors — the Board is satisfied with the current vendors, and these will remain the same in 2010.
2. December Ice Storm — this was an event outside of normal expectations, and the Board made a decision to assess each unit owner \$100 to offset the cost. Total expenditure for this event was approximately \$16,000.
3. Front Porches — average cost for the composite replacement is \$2000/unit. This is anticipated to be a 4-year project. In 2010, porches on Country Hill, Falls Grove, and Fenwick will be done.
4. Pool — night time use by non-community residents continues to be a problem. There was one major abuse by a community resident this past summer. There are some mechanical issues that needed to be resolved. It is anticipated this equipment upgrade will cost between \$3000 - \$6000. The Board is also considering entering into an agreement with a local pool vendor to maintain the pool during the season at a cost less than what is currently paid to a community resident.
5. Rules — the Board changed the past system of handling violations and now has the Great North Property Manager phone the individual to discuss the violation and develop a plan of correction. If the problem is not remedied, formal violation letters are sent. Deck expansion and window replacement policies were reviewed. Ice dam leaks were also discussed and an explanation given on who is responsible for damage.
6. Communications — newsletter, web site postings, and postings at the mail house are the avenues of communication at Country Hill. The Board encourages feedback from residents.
7. Fence — the fence is sound albeit unsightly in some locations, and it will continue to be maintained and preserved.

FINANCIALS

For 2009 the operating budget was reduced by 5%, and the monthly condo fee was increased by \$10/month. This increase was channeled to the reserve account. It was determined that the operating budget is too tight. Condo fees will be increased in 2010 by \$5/month, and this money will go to the operating side of the budget. Line items over budget are:

1. Power Washing — because of unsightly conditions and the damage mildew does to siding, 2 paint cycles were done in 09.
2. Pool — mechanical issues and the mandated purchase and installation of an SVRS drain cover.
3. Landscaping — December ice storm.
4. Irrigation — mainly due to damage of heads and one line during the December ice storm.
5. Insurance — The Board is currently in negotiations with a new insurance company who will provide the same coverage as the existing company at a savings of approximately \$5000/year.

6. Landscape — Extra dollars are being budgeted for tree maintenance, and an active tree trimming policy versus tree removal is being investigated. Irrigation funding is being increased to cover cost of replacement heads and valves.
7. Legal — Budget for legal also increased to allow the Board to be more proactive in dealing with delinquent accounts. Six units are currently habitually delinquent. Two of these are now on a payment plan. The other four ignore all communications. In 2008, \$30,000 in arrears was on the books. In 2009, this has grown to \$40,000. Currently the Board is not painting or power washing any units that are more than 60 days past due. The Board has recently changed legal representation and has now retained a New Hampshire attorney. Liens have been placed against four units and these cases will soon be heard in court

FUTURE PLANNING

Roads, siding, and landscaping are the areas that will soon require major expenditures. A complete road replacement including driveways is projected to cost approximately \$700,000 in 2010. Current siding prices are \$10,000/unit, or \$1.4 million and that is on the low end. Landscaping issues include overgrown shrubs in the perimeter areas and wood retaining walls. Current documents specify the community is responsible for maintenance of shrubs but not replacement.

It is anticipated that in six years there will be enough money to redo the roads if necessary. If it is determined at that time roads do not have to be done, these funds can be diverted to siding.

QUESTIONS FROM THE FLOOR

1. Can we bond the siding project and spread payments over a 10-year plan?
2. Can we do a special assessment for roads?
3. Why not raise condo fees even more?
4. Can siding be repaired?
5. Can roads have a temporary fix?
6. Is there a landscaping plan?

Board members will continue to discuss these items in 2010 and develop a plan to move forward.

NEW BUSINESS

1. Withholding Services — the Board has been very aggressive in trying to recoup past due fees especially from unit owners who owe more than \$8000. The Board is recommending passing a motion to legally allow the Community to withhold services from these unit owners. Snow removal and parking privileges on common areas (including driveways) are two of the services the Board recommends withholding. Following a 7-day notice vehicles will be towed at the owner's expense.
 - a. Motion — Barry Gerstein, 20 Brussels Drive, made the following motion:

Pursuant to RSA 356-B, a motion to authorize the Board of Directors, after 30 days prior written notice to the unit owner and unit owner's first mortgagee of nonpayment of common assessments, to terminate the delinquent unit's common privileges and cease supplying a delinquent unit with any and all services normally supplied or paid for by the unit owner's association. Any terminated services and privileges shall be restored upon payment of all assessments.

This was seconded by Tyler Robinson of 7 Brussels Drive; unanimously agreed to.
 - b. Motion — Steven Walley, 16 Scarborough Drive, then made a motion to restrict the use of terminating privileges and services to those unit owners who have been delinquent for not less than one year. This was seconded by Barry Gerstein; unanimously approved.
2. Porches — Rick Balboni explained the Advanced Porch Replacement Program. This allows a unit owner to contract with the contractor who is doing porch replacements and arrange to have the front porch redone before the scheduled date assigned by the Board. The unit owner will pay out of pocket for the porch replacement based on the size of the porch. When porches on the unit owner's street are done, the unit owner will be reimbursed the dollars previously paid. There is no inflation clause. If a unit owner moves before the porch is scheduled to be replaced, no money will be reimbursed. The complete policy will be posted on the website.
3. Garage Doors — The Board is currently revising the garage door policy to allow for 2-3 different styles of garage doors. Once this is done, the policy will be on the website.

4. IRS Resolution 70-604 — to vote in the affirmative to allow any excess dollars to be moved to next year's budget.
 - a. Motion — by Barry Gerstein in the affirmative and seconded by Claire Azzalina; unanimously agreed to.
5. Election of Directors
 - a. Motion — Barry Gerstein made a motion to elect Claire Azzalina and Elaine Reid to the Board of Directors. This was seconded by Irene Holland of 10 Jamaica Lane; unanimously agreed to..

Mark Wheatley made a motion to adjourn the meeting. The motion was seconded by Barry Gerstein; agreed to by all.

The meeting officially adjourned at 9:35 p.m.

Respectfully submitted,

Elaine Reid, Secretary

Board of Directors
Country Hill Estates