



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, January 25, 2012

DIRECTORS PRESENT:

Mark Wheatley                      Rick Balboni                      Al Reilly                      Elaine Reid                      Barry Hallenbeck

RESOLUTION PRESENT:

Cindy Carroll

MORIN'S LANDSCAPING PRESENT:

Paul Van Blarigan

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Paul Van Blarigan attended the meeting to participate in the board's discussion on seasonal irrigation and landscaping projects.

LANDSCAPING

- A. **Irrigation Budget** — the repair costs for 2011 were about average. In the fall, Morin's was on site to investigate a section of the property with poor coverage. It was determined that the nozzles had different size heads resulting in different flow levels. Some heads were added and some were moved. A booster pump (roughly \$3500 cost) would increase pressure. BOD would like Morin's to develop an overall system improvement plan before proceeding. This would include:
  - 1. Determining if water from old well contains too much sediment to be cost effective (i.e. sediment clogs heads resulting in malfunctions)
  - 2. Researching to see if a soil additive be used to retain moisture
  - 3. Verifying that it is cost effective to either plug heads or use turn off keys to regulate water conservation on the back side of Fenwick Street and Falls Grove Road
  - 4. Managing water consumption
  - 5. Develop a cost effective multi-year plan to get the system in good working order
- B. **Other Issues**
  - 1. Mulching and edging will be done in the spring. Paul will use his discretion regarding which units need to have this done. Delinquent units will not be done.
  - 2. Morin's to investigate to see if utility boxes could be disguised and made neat.
  - 3. Morin's will grind stumps that have been left from winter tree work.
  - 4. Morin's will be proactive in identifying and fixing sink holes.

When Paul left, the board meeting was called to order at 6:20 PM. Al made a motion to accept the December 2011 minutes. This was seconded by Barry and agreed to by all.

NEW BUSINESS

- A. **Trash** — Cindy will check with Waste Management to see if there is a smaller size trash receptacle that could replace the larger size container. If so, this unit would be offered but not required.
- B. **Recycling** — Barry is going to check and see how much recycling would cost. If the cost is doable, he will then develop a plan to see if it would be feasible to introduce recycling.
- C. **Satellite Dishes** — some units who no longer use satellite dishes still have them attached to their unit. Some type of communication will be sent out requesting the dish be removed. Additionally Al will re-write the rule regarding satellite dishes to ensure dish is removed by the unit owner either when it is no longer in use or when the unit owner vacates the property.

OLD BUSINESS

- A. **Pool** — Contracts from O'Leary and Hudson Pools were reviewed. Before a vendor decision is made, Cindy was requested to get a "fixed amount" quote from O'Leary. This would cover opening and closing the pool, weekly maintenance, and cost of chemicals. O'Leary would also be advised that no repairs or purchases could be made without prior authorization.
- B. **Tree Work** — proposals for storm damage and regular winter tree work were reviewed. Cindy was directed to tell Sayco that all "hangers" should be removed. There are also some trees leaning against the fence on the back of the property that need attention.

**PROPERTY MANAGEMENT**

- A. **Past Due Accounts** — an account is past due if the payment is not received by the 15<sup>th</sup> of the month. Shortly thereafter, Cindy will arrange to have a letter along with a copy of the ledger sent to all past due accounts. Anyone who has given an email address will have this notice sent via email.
- B. **Leases** — Cindy has reached out to the unit owners who have not provided the required lease information. If not received, another letter will be sent telling them they will be fined if this information is not received by a set date.
- C. **E-mail** — Cindy will attempt to send as many communications as possible via e-mail — thus reducing the cost of postage.

The February meeting has been scheduled for Wednesday, February 22 at 5:00 PM.

Rick Balboni made a motion to adjourn the meeting. This was seconded by Elaine Reid and agreed to by all. Meeting adjourned at 8:28 PM.

Respectfully submitted,

Elaine Reid, Secretary  
Board of Directors  
Country Hill Estates