



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES
Wednesday, February 22, 2012

DIRECTORS PRESENT:

Al Reilley

Elaine Reid

Barry Hallenbeck

RESOLUTION PRESENT:

Cindy Carroll

MORIN'S LANDSCAPING PRESENT:

Paul Van Blarigan

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

LANDSCAPING

- A. Accumulation Water — there is an issue with water accumulating around the unit as 3 Edis Lane. Paul's opinion is the fix for this would be to remove bushes in the back and on the side of the unit and then re-grade the area at a cost of approximately \$2500
- B. Utility Boxes — pruning the hemlocks around utility boxes would cost \$1500/day and 2-3 days of work would be required. Removing the hemlocks would cost \$1875/day and 2 days of work. Re-planting would then need to be done. Paul does not recommend removal.
- C. Fence — removal of brush and small trees around the fence would take 3-4 days at a cost of \$1450/day (2 men, chipper, and truck).
- D. Sink Holes — Paul walked the property and surveyed the sink holes. Most are of a cosmetic nature. Cost to repair would be for time and materials. He will report back with pricing.
- E. Edging — will begin when weather permits.
- F. Irrigation — Paul asked to bring Morin's irrigation specialist(s) to the March meeting. Board members agreed.
- G. Property Inspection — Paul would like to do a property inspection walks through with some or all of the board members and property manager. Board agreed and Paul and Cindy will set it up.

When Paul left, the board meeting was called to order at 5:55 PM. Al made a motion to accept the January 2012 minutes. This was seconded by Barry and agreed to by all.

FINANCIALS

- A. Landscaping — irrigation should be separate from landscape other.
- B. Porches — as porches are replaced contractor's invoice should be broken down by unit.
- C. Unit Repairs — if repairs are made to units Al needs a copy to include in unit owner's file.
- D. 2012 Budget — Cindy to review with bookkeeper to make sure data transferred correctly.
- E. ACH Payments — TD Bank North reneged on providing this service. Cindy has found an alternate service and Resolution will cover the cost. Matter should be resolved in the next few days.

NEW BUSINESS

- A. Water Seepage — water has been seen seeping out of the road at the lower end of Edis. Cindy will check with Pennichuck to make sure there is not a break in the line.

OLD BUSINESS

- A. Waste Management — a permanent account manager has not yet been assigned to CHECA so questions relating to the contract renewal have not been answered. Cindy will check to see if any independent contractors want to bid the project.
- B. Pool — Cindy spoke with Pat O'Leary about no expenditures without prior authorization. Several new signs will be required this year along with a couple of safety covers. Cindy will get pricing from Pat.
- C. Pool House Drain — Cindy has arranged for a plumber to come in and clear the line.
- D. Tree Work — Cindy will follow-up with Sayco Tree about when winter tree work will be done.
- E. Utility Boxes — Cindy will contact PSNH about getting the boxes painted.

UNIT OWNER ISSUES

- A 14 Jamaica Lane — unit owner has an issue with water ponding on the side entry walkway. Cindy to advise unit owner that this will be corrected when roads are done.

The March meeting has been scheduled for Wednesday, March 28th at 5:00 PM.

Barry made a motion to adjourn the meeting. This was seconded by Elaine Reid and agreed to by all. Meeting adjourned at 7:27 PM.

Respectfully submitted,

Elaine Reid, Secretary

Board of Directors
Country Hill Estates