



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES
Wednesday, August 14, 2013

DIRECTORS PRESENT:

Rick Balboni Barry Hallenbeck Al Reilley Mark Wheatley

RESOLUTION PRESENT: CHECA OWNER

Cindy Carroll Steven Walley, 16 Scarborough Drive

Meeting was called to order at 6:10 p.m.

OPEN MEETING

Steven Walley, 16 Scarborough Drive was in attendance to discuss two topics of concern to him; Rules for trash receptacle storage & original deck replacement materials.

Steve explained that he felt penalized by the allowance in the trash storage rule which provided non-garage unit owners to store receptacles outside, when owners with garages are required to store trash receptacles inside of their garages. Steve also notes issue with the Board assigning a specific use of his interior unit.

Steve wanted to make sure the association had a plan for replacing original rear decks. He felt that the fact that a few units have already had their side porches replaced in addition to their front porches may be seen as inequitable.

The Board requested that Steve explain how he feels the inequity could be fairly resolved in both matters. Steve did not offer a solution to the trash receptacle storage issue, however, requested that it be one rule that is compliant with the condominium documents and applies to all units, regardless of the unit design.

Steve requested that replacement of rear decks be completed.

The Board thanked Steven for attending and sharing his concerns, and agreed to discuss the two issues at greater length. Steven exited the meeting.

MAY 22, 2013 MEETING MINUTES

Rick made a motion to accept the May 22, 2013 Meeting Minutes. Al seconded the motion and all agreed in favor

FINANCIALS

- A. 2012 Year End Financial Reports
 - 1. Mark stated that he received the Preliminary year-end report from Seelye & Schulz. Cindy will ask that the Bookkeeper make the year-end adjusting entries.
- B. G/L Report
 - 1. Al remarked that he approves of the new G/L Report. Cindy will pass this on the bookkeeper.
- C. Pool FOB Line Item.
 - 1. Cindy will request the bookkeeper to remove this line item.
- D. 6 Timothy Drive — Fines
 - 1. Cindy will request that Loren increase the recurrent fines to \$50 while the non-compliance of exterior storage continues.

LANDSCAPING

- A. Board members instructed that \$9,279 of the Paving Repairs invoice be paid out of Reserves. Board members found the 12 Brussels fill job expense to be excessive. Cindy will request the \$9,279 payment & discuss the Brussels work with Paul Van Blarigan.

- B. All agreed that Morin's is not working to the contract. All agreed that Mark, Rick & Cindy will request a meeting with Paul & Tom Morin to discuss the contract, specific property issues and potential solutions.
- C. Rick questioned the fertilization applications and requested that Cindy inquire what the pounds per thousand per application equal to.
- D. Cindy will have Morin's complete the fence pruning work (Bill to Reserves) & will ask that they remove the ornamental tree at 3 Trocha Street in preparation for the siding replacement.
- E. Cindy will ask Shady Hill to coordinate with Rick for review of the ornamental pruning for the purpose of quoting the work. All agreed that Shady Hill should be asked to be more aggressive with the pruning.
- F. Cindy will request a price from Morin's to aerate & seed

GENERAL BUSINESS

- A. Snow Removal — All agreed that Wayne Fall's snow removal contract should be renewed for a 2 year period only. Cindy will update the term and return a copy to Wayne Fall.
- B. Annual Meeting — All confirmed availability and agreed that the Annual Meeting will be held on Wednesday, October 23, 2013 at 7:00 pm at the Holiday Inn.
- C. Rules — All agreed that adding another rule regarding the parking of RV's, trailers and other commercial vehicles is not necessary or desirable at this point. Cindy agreed to reach out to 15 Jamaica Lane concerning his ongoing tow truck storage.
- D. Welcome Letter — Cindy will send the new owner of 8 Brussels Drive a welcome letter and inform them of the trash receptacle storage rule and make them aware that the stone wall around the unit was installed by the previous owners and will not be maintained by the Association. They may therefore remove the wall or maintain it

MAINTENANCE ISSUES

- A. 3 Jamaica Lane — unit owner to be advised birch tree (planted by unit owner) is full of bugs and needs to be removed.
- B. Pot holes still need to be patched.

NEW BUSINESS

- A. Pest Service — Board members discussed 19 Fenwick's request concerning termite treatment. All agreed that the Association suspended all pest control efforts per a vote of the Association prior to 2005. Al will investigate the year of the vote & will remove the expense line from the budget.
- B. Paving — Larry Taylor, Hudson Paving is working with the City of Nashua concerning the emergency access road. Mark will discuss with Larry using a tighter aggregate on the next phase of paving and greater consistency with the corners of the roads where they meet the driveways.

UNIT OWNER ARCHITECTURAL CHANGE REQUESTS

- A. As approved via email in June and July of 2013.
 - 1. 3 Edis Lane — Air conditioning unit replacement
 - 2. 3 Edis Lane — Window replacements
 - 3. 3 Trocha Street — Air conditioning unit replacement
 - 4. 3 Trocha Street — Heating System replacement
 - 5. 12 Scarborough Drive — Gutter guard installation
 - 6. 7 McTavish Drive — Window & door replacements
 - 7. 8 Brussels Drive — Radon mitigation system installation
 - 8. 10 Brussels Drive — Front door replacement
 - 9. 4 Fenwick Street — Door replacement
- B. Not Approved
 - 1. 24 Jamaica Lane — Pest Removal

Rick made a motion to adjourn the meeting. This was seconded by Al and agreed to by all. Meeting adjourned at 9:39 p.m.

Next meeting is scheduled for September 25, 2013

Respectfully submitted,

Cindy Carroll

Property Manager
Resolution Property Management