



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES
Wednesday, December 4, 2013

DIRECTORS PRESENT:

Barry Hallenbeck Mark Wheatley Elaine Reid Al Reilley

RESOLUTION PRESENT: SEVIGNEY-LYONS INSURANCE AGENCY

Cindy Carroll Lucas Sevigne

PROPERTY INSURANCE DISCUSSION

Lucas Sevigne attended the meeting to present proposals for CHECA coverage for 2014. Our current insurer, Middleoak Insurance forecasts a premium increase of approximately 10% for 2014. Several carriers declined to quote. Peerless and Union Mutual will provide numbers by mid-December. Lucas pointed out the following:

- A. Some condo insurance carriers are no longer writing policies for "frame" constructed units.
- B. Middleoak Insurance is one of these carriers but will continue to cover CHECA as a continuation of previous business.
- C. One more "clean" year will open the market in 2015.
- D. Staying with Middleoak will offer the possibility of a loyalty discount in future years.
- E. No decision needs to be made until December 31, 2013.

BOD is leaning toward staying with Middleoak. Final decision will be made when Peerless and Union Mutual proposals are received.

When Lucas left, the meeting was called to order at 6:02 p.m. Mark made a motion to accept the September minutes. This was seconded by Al and agreed to by Barry and Elaine.

FINANCIALS

- A. Liens will be renewed in 2014 and accelerated if appropriate.
- B. Vouchers have been sent to all unit owners with the exception of ACH payers.

OLD BUSINESS

- A. Landscaping
 - a. This is the last year of the Morin's contract.
 - b. Cindy will work more closely with Paul in 2014 to ensure timelines are followed and met.
 - c. Plan needs to be developed and followed for replacing the grass that will be disturbed during the 2014 paving.
- B. Pool
 - a. Pennichuck is removing pool house meter on 12/06/2013.
 - b. Corrosion issue is back.
 - c. Pipe burst on maintenance side of pool house.

NEW BUSINESS

- A. Winter Tree Work
 - a. Proposal has been received.
 - i. Trimming will be the focus of the 2014 work.
 - ii. Ted will be requested to evaluate specific trees on Falls Grove and Timothy Delinquent Accounts
- B. Snow Removal

- a. Wayne has been given the do not plow list, and Cindy has also followed up with Nancy.
- b. Snow removal reminders have been posted at the mail house and published Walkthrough — will be done by mid-October
- C. Management Contract
 - a. 2014 contract with Resolution Property Management was presented and unanimously approved.
 - b. Dollar amount will be the same as 2013.
- D. Permanent Generators.
 - a. No report has been received from Bob Iwicki

UNIT OWNER ARCHITECTURAL CHANGE REQUESTS

As approved via email in October and November of 2013.

- A. 18 Scarborough Drive – radon system – approved.
- B. 14 Fenwick Street – garage door replacement – approved.
- C. 20 Jamaica Lane – entry door replacement – approved.
- D. 3 Falls Grove Road – garage door replacement – approved.
- E. 12 Jamaica Lane – bathroom vent – approved.
- F. 23 Brussels Drive – garage door replacement – approved.
- G. 29 Country Hill Road – A/C replacement – approved.
- H. 12 Scarborough Drive – permanent generator installation – not approved due to conflict with bylaws.

Barry made a motion to adjourn the meeting. This was seconded by Elaine and agreed to by all. Meeting adjourned at 8:11 p.m.

Next meeting is scheduled for Wednesday, January 22, 2014 at which time officers will be elected.

Respectfully submitted,

Elaine Reid

Secretary, Country Hill Estates