



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, March 19, 2014

DIRECTORS PRESENT:

Barry Hallenbeck                      Mark Wheatley                      Elaine Reid                      Al Reilley                      Rick Balboni

RESOLUTION PRESENT:                      Morin's Landscaping

Cindy Carroll                      Tom Morin & Paul VanBlarigan

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Meeting was called to order at 6:00 p.m. Barry made a motion to accept the January 2014 minutes. This was seconded by Al and agreed to by all. The Board did not meet in February of 2014.

Tom Morin and Paul Van Blarigan then arrived to discuss the following:

- A. Sketch showing possible changes to the front entry way in anticipation of Phase III of the re-paving project.
- B. Paving issues.
- C. Routine seasonal maintenance.
- D. Contract renewal.

FRONT ENTRY

- A. Move existing entrance sign back further from the road.
- B. Remove existing stone wall and lower the planting bed.
  - a. Replace with granite curbing to crown at approximately 18" vs. the current height of 3' to 4'.
- C. Reduce the length of the island.
- D. Remove and replace plantings.
  - a. Majority of plants would be perennials.
- E. Work would be done this fall.
- F. Morin's was requested to provide a firm, detailed quotation to cover the above.
- G. Cindy was requested to also get proposals from:
  - a. Parker Garden Designs
  - b. Lambert Brothers
- H. Additional work may be done at the entry on the fence side of Broad Street.

PAVING ISSUES

- A. Irrigation heads will be marked prior to re-paving.
- B. Irrigation repairs will be done when re-paving is completed.
- C. Restoration of paved edges will be done when re-paving is completed.
  - a. Seeding has to be done upon completion.
  - b. Weeds are more vigorous in the spring.
  - c. New grass needs to be kept wet for about 8 weeks.
    - i. Unit owners will be requested to water several times per day.
    - ii. If grass does not take, it will need to be replanted in the fall at the expense of CHECA.

SEASONAL MAINTENANCE

- A. Work to the contract.
- B. Improve pruning – both timing and quality.
- C. Paul VanBlarigan has assumed additional responsibilities and a new rep will be assigned to the property.

**CONTRACT RENEWAL**

- A. Tom was requested to update the current contract as required.
- B. Contract should be tailored specifically to CHECA.
- C. Cindy was requested to get competitive quotes.

**FINANCIALS**

- A. No issues.

**OLD BUSINESS**

- A. Pressure Washing – will not be done until after paving is completed.
- B. Painting – will not be done until after paving is completed.
  - a. Cindy will seek an additional vendor to quote on the painting.

**PAVING UPDATE**

- A. Contract has been signed with Hudson Paving
- B. Work is scheduled to begin toward the end of April (weather dependent).
- C. Speed bumps (three) will be installed in Phases I and II.
- D. Trash removal plans still need to be finalized.
  - a. Cindy to contact Waste Management to find out a cost for Saturday pickups during the length of the project.

**UNIT OWNER REQUESTS**

- A. 18 Scarborough Drive — Door replacement — Approved

Rick made a motion to adjourn the meeting. This was seconded by Barry and agreed to by all.  
Meeting adjourned at 8:40 p.m.  
Next meeting is scheduled for Wednesday, April 23, 2014.

Respectfully submitted,

Elaine Reid  
Secretary, Country Hill Estates

