



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, May 21, 2014

DIRECTORS PRESENT:

Barry Hallenbeck                      Mark Wheatley                      Elaine Reid                      Al Reilley                      Rick Balboni

RESOLUTION PRESENT:

Cindy Carroll

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Meeting was called to order at 6:09 p.m. Barry made a motion to accept the March 2014 minutes. This was seconded by Al and agreed to by all. The Board did not meet in April of 2014.

PAVING

- A. Hudson has completed Phase II.
- B. Two speed bumps have been installed and will be painted once cured.
- C. Landscaping repairs are underway.
- D. Concepts for front entry re-design were discussed.
  - a. Lambert's has not issued a proposal.
  - b. Morin's proposal was reviewed.
    - i. BOD liked concept and will ask Morin's for a firm price.
    - ii. Further discussions will be necessary regarding landscape modifications.
  - c. Al would like to wait and see Lambert's proposal before a decision is made on how to proceed.
    - i. Cindy will contact Lambert's and give them a June 20th deadline to provide a proposal

OLD BUSINESS

- A. Pressure Washing
  - a. Cindy will schedule and advise timing.
- B. Painting Estimates were reviewed
  - a. Cornerstone — \$8,765.00 and
  - b. Tim Goodridge — \$6,900.00
  - c. Vote:
    - i. Elaine made a motion to accept the bid from Tim Goodridge. This was seconded by Barry and agreed to by Rick. Mark and Al both voted no.
    - ii. Cindy will review the parameters with Tim and schedule work
- C. Pool
  - a. O'Leary's contract, including cost, is the same as last year.
  - b. Repairs have been made to the area damaged by the burst pipe this past winter.
  - c. Haley's White Glove Cleaning has cleaned the pool.
  - d. B&S Integrated Services Systems quote was reviewed and a contract will be awarded to them to provide programming services again this summer. Cost of the contract is \$550.
    - i. Cindy will provide B&S a list of delinquent accounts.

NEW BUSINESS

- A. Siding — 4 units will be re-sided this fall.
  - a. Mark/Cindy will provide Rick with up-to-date list on units eligible to be re-sided.
  - b. Rick will schedule lottery for some time in June.
- B. Trash Removal — Waste Management fees continue to go up. Contract is due to expire January 1, 2015. In order to get out of an automatically renewed 3-year contract, a letter of cancellation needs to be sent to WM 90-180 days prior to contract end date.
  - a. Cindy to obtain quotes from other waste removal companies.

- b. Once contract extension letter is received, termination letter should be sent to WM.
  - i. Contract can still be renewed with WM on a yearly basis.

**FINANCIALS**

- A. Copies of Seelye & Schulze year-end report were distributed.
- B. Cindy to check and see what caused the variance in the snow removal budget.

**UNIT OWNER ISSUES**

- A. Decks — maintenance letters were sent to 16 unit owners to either clean, repair, or paint/stain their expanded decks. Deadline for compliance is June 15, 2014.
- B. Cindy was asked to send violation letters to:
  - a. 11 Jamaica Lane — not cleaning up after their dog.
  - b. 9 Fenwick Street — improper storage of trash receptacle.
- C. Cindy was asked to contact unit owner at 3 Scarborough Drive about issues unit owner is having with her driveway.

**UNIT OWNER REQUESTS**

- A. 6 Tracey Avenue — window replacement. Approved.
- B. 11 Amalia Drive — door color change. Approved.
- C. 4 Timothy Drive — roof patch and removal of fireplace. Approved.
- D. 12 Jamaica Lane — deck color change. Approved.
- E. 9 Tracey Avenue — ramp installation. Approved.
- F. 21 Fenwick Street — original deck expansion. On-hold until size of deck is reduced to conform to CHECA documents and a building permit is included with the request.

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, June 25, 2014.

Respectfully submitted,

Elaine Reid  
Secretary, Country Hill Estates