



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES
Wednesday September 24, 2014

DIRECTORS PRESENT:

Barry Hallenbeck Rick Balboni Elaine Reid Al Reilley Mark Wheatley

RESOLUTION PRESENT:

Cindy Carroll

Meeting was called to order at 5:07 p.m. Barry made a motion to accept the August 2014 minutes. This was seconded by Al and agreed to by all.

FINANCIALS

- A. No issues.

OLD BUSINESS

- A. Painting
- a. Cindy to discuss with painter and make sure all work performed.
 - i. 16 Scarborough Drive — rear deck was skipped
 - ii. 17 Fenwick Street — check to see if rear deck was done
 - iii. Verify all door trim and door jambs on list were done
 - iv. Check original decks on Amalia Drive and Jamaica Lane to make sure all were painted.
- B. Re-siding
- a. Re-siding will begin in October
 - b. Cindy to verify that garage door trim has been replaced on:
 - i. 3 Edis Lane
 - ii. 10 Jamaica Lane
 - iii. 15 Brussels Drive
- C. Paving Phase II
- a. Areas of concern.
 - i. 12 Jamaica Lane — puddles in center of driveway
 - (1) Hudson to redo during Phase III
 - ii. Fitzpatrick Circle
 - (1) We need to continue discussion regarding the tire indentations on the street and on the driveways
 - (2) 14 Fitzpatrick Circle — puddle and tire impressions
 - (3) 12 Fitzpatrick Circle — small puddle in driveway
 - (4) 10 Fitzpatrick Circle — large puddle in driveway
 - (5) 6 Fitzpatrick Circle — driveway higher than garage door and water comes into garage during heavy rain.
 - (6) 4 Fitzpatrick Circle — tire impressions
 - iii. 11 Fenwick Street
 - (1) Owner thinks driveway is improperly pitched
 - (2) Mark to check
 - b. Cindy to continue communications with Hudson and to maintain a paper trail of all correspondence and proposed remedies
- D. Trash Removal
- a. BOD has terminated the automatic renewal of Waste Management contract
 - b. Cindy to follow up and request new yearly contract.

- E. Front Entry
 - a. Mark, Barry, Rick, and Elaine met with Morin's on 9/23/2014
 - i. Tom Morin will forward new proposal for front entry work and timber wall replacements for Phase III in the next couple of weeks
- F. Pool Closing
 - a. Pool and pool house have been closed and winterized
 - b. Pool contractor O'Leary's has secured new light unit
 - c. Tile repairs will be done in the spring
 - d. Cindy to arrange for trash can to be emptied, cleaned, and stored for the winter
- G. Aeration
 - a. The front third of property has been aerated
- H. Illegal Satellite Dishes
 - a. List has been compiled
 - i. 6 Trocha Street will be required to remove satellite dish which was installed without prior authorization
 - (1) Unit owner will be required to make repairs to any damage caused by installation
- I. Outstanding Lease Documentation
 - a. 5 Amalia Drive — owner will be fined for not providing lease
 - b. 21 Jamaica Lane — owner will provide lease in October
 - c. 23 Brussels Drive — owner will be fined for not providing lease

NEW BUSINESS

- A. Morin's
 - a. Irrigation — Contract calls for head adjustments to be done routinely
 - i. Issues
 - (1) Broken heads
 - (2) Heads not moving
 - (3) Heads spraying houses
 - (4) Heads spraying driveways and roads
 - (5) Discussed with Tom Morin in August and issues are still occurring
 - ii. System has been shut down and not restarted in a timely fashion
 - iii. CHECA liaison needs to be informed when system will be shut down and when it will restart
 - iv. BOD questions why system is still running at this date
 - (1) Fitzpatrick Circle area system was on 3 times on 9/24/2014
 - b. Mulching and weeding
 - i. Need to monitor contractor to make sure work is done correctly
 - c. On-site contact
 - i. BOD does not feel Morin's rep was on site often enough this season
 - d. New board will discuss naming a liaison to interface with Morin's
 - e. Contract will not be renewed until issues are discussed and resolutions offered.
- B. Miscellaneous
 - a. Unit Re-siding
 - i. 2015 lottery will be held in January or February
 - ii. Unit owners selected will be given 14 days to confirm that they will correct any deficiencies and move forward with re-siding
 - (1) Unit owner will have 45 days to correct deficiencies
 - b. Pot Holes
 - i. Patch existing pot holes and fill in any new ones as they occur
 - c. Pool Deck
 - i. Needs to be sealed every 2-3 years
 - (1) Mark has found possible new vendor and will provide details

ANNUAL MEETING

- A. Preliminary Budget was reviewed and modified

- B. AI to provide Cindy with mailing packet this week for mailing next week
- C. 2014 Annual Meeting Minutes will be posted to the web-site prior to the meeting and handed out at the meeting

UNIT OWNER REQUESTS

- A. 25 Brussels Drive — replacement windows.....Approved
- B. 7 Timothy Drive — deck repairs/replacement.....Approved
- C. 11 Jamaica Lane — replacement windows.....Approved
- D. 7 Trocha Street — request to widen driveway Not Approved
- E. 3 Falls Grove – request to paint front door black..... Not Approved
- F. 21 Brussels Drive — bathroom vent request on hold until unit owner provides vent locations

UNIT OWNER ISSUES

- A. Violations
 - a. 5 Edis Lane — deck needs maintenance
 - b. 5 Amalia Drive — garage door panel
 - c. 11 Scarborough Drive — exterior storage
 - d. 6 Falls Grove Road — vehicle parking

Rick made a motion to adjourn the meeting. This was seconded by Mark and agreed to by all. Meeting adjourned at 8:05 p.m.

Next meeting is the Annual Meeting and is scheduled for Wednesday, October 22, 2014.

Respectfully submitted,

Elaine Reid
Secretary, Country Hill Estates