



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, December 16, 2014

DIRECTORS PRESENT:

Barry Hallenbeck      Al Reilley      Elaine Reid      Claudette Dube-Bulsa      Dave Sgro

RESOLUTION PRESENT:

Cindy Carroll

SEVIGNEY-LYONS INSURANCE AGENCY PRESENT:

Lucas Sevigne

---

Once Lucas left, the meeting was called to order at 5:27 PM. Dave made a motion to accept the November 2014 minutes. This was seconded by Claudette and agreed to by all.

YEARLY INSURANCE REVIEW

Lucas reviewed proposals for CHECA submitted for consideration by various insurance carriers.

- A. Several carriers declined to quote because of loss history (11 Brussels Drive 2011 fire).
  - a. One year left on fire claim history.
- B. Middleoak, our current insurer, quoted \$49,121 — a 29.6% increase for 2015.
- C. Union Mutual quoted \$41,145 which is 9.9% increase over our 2014 premium.

FINANCIALS

- A. Budget for 2015 was reviewed. Elaine made a motion to approve the 2015 budget. This was seconded by Claudette and agreed to by all.
  - a. Al to post budget on the web-site.
- B. Cindy to provide monthly spread sheet.
- C. Morin's apt to bill up to 2 months after work has been completed. Cindy to ask Morin's to promptly submit bills.

PROJECT UPDATES

- A. Re-siding
  - a. 15 Brussels Drive has been re-sided.
  - b. 3 Edis Lane & 10 Jamaica Lane are scheduled to be done in January 2015.
  - c. Mark Wheatley has volunteered to audit every unit and submit updated 2015 list to BOD for the January BOD meeting.
- B. Front Porch Replacements
  - a. Cindy to contact Joel and arrange for:
    - i. Steps on ranch unit to be replaced at 8 Jasmine Lane.
    - ii. Replace front porch at 5 Meghan Drive.

CONTRACTS

- A. **Morin's Landscaping**
  - a. Contract still needs some modifications:
    - i. Mowing end date needs to be changed to November 15.
    - ii. Mowing should be done on Thursday or Friday.
    - iii. Price for complete street cleaning should be included.
    - iv. Length of contract should be 2-years.
  - b. Cindy to communicate above to Tom Morin.
  - c. Dave made a motion to accept the Morin's contracts provided above changes were made. This was seconded by Elaine, and agreed to by all.
- B. **Hudson Paving**
  - a. Phase III proposal was for \$264,841.
    - i. Some additional expenses will be incurred (i.e. casting replacements).

- b. The following will need to be addressed prior to re-paving:
  - i. Trash pickup and dumpster placement.
  - ii. Mail delivery.
  - iii. Using Amalia Drive for entering/exiting property during Phase III.
- c. Following will need to be monitored during repaving:
  - i. Resetting of grates.
- d. Elaine made a motion to accept Hudson's bid for Phase III. This was seconded by AI and agreed to by all.

#### OLD BUSINESS

- A. Front Entry Lighting
  - a. Quote has been received.
    - i. Cindy to request spec sheet and photos before proceeding.

#### UNIT OWNER REQUESTS

- A. 6 Scarborough Drive — vents - (type & color questions) ..... On Hold

#### UNIT OWNER ISSUES

- A. Violations
  - a. 6 Scarborough Drive — pet violation.
  - b. 11 Falls Grove Road — trailer parked in driveway.
  - c. 18 Jamaica Lane — parked car impeding snow removal.
  - d. 6 Trocha Street — motorcycle improperly stored.

#### NEW BUSINESS

- A. Roof discoloration
  - a. Products are available that inhibit future growth of mold, algae, and moss once roof has been thoroughly cleaned.
    - i. Cindy to investigate options and pricing with her roofer and provide feedback.
    - ii. If feasible, two units will be done in 2015.
      - (1) If results are good, funds will be put in the 2016 operating budget to do additional units.

Claudette made a motion to adjourn the meeting. This was seconded by Elaine and agreed to by all. Meeting adjourned at 7:28 PM.

Next meeting is scheduled for Wednesday, January 28, 2015 at 5 PM.

Respectfully submitted,

Elaine Reid  
Secretary, Country Hill Estates