



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, March 25, 2015

DIRECTORS PRESENT:

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

RESOLUTION PRESENT:

MORIN'S LANDSCAPING:

Cindy Carroll      Tom Morin & Paul Posluszny

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Tom and Paul (Account Manager for CHECA) attended the meeting so Paul could be introduced to the Board and areas of concern could be addressed.

DISCUSSION

- A. Spring Cleanup
  - a. Timing dependent upon snow melt and this year's paving schedule
- B. Irrigation
  - a. Need Morin's to stay on top of issues
  - b. Property Manager needs to be informed prior to system being turned off
  - c. Current well runs multiple times/day and cannot accommodate any additional zones on the property
  - d. Cindy to contact Pennichuck to have meter dropped in
- C. Nutsedge
  - a. Treat ASAP after emergence
    - i. Treatment can't be done is temperature is over 85
    - ii. Irrigation system needs to be turned off when treatment is done
    - iii. Becomes increasingly invasive if not treated
- D. Edge Trimming Beds
  - a. Take off as little as possible
- E. Paving
  - a. Flag heads prior to re-paving
  - b. Seed roadway and driveway edges after paving is done
    - i. Some areas will need to be reseeded in the fall
  - c. Notify workers not to park equipment in Phase III until given the go ahead by Property Manager
    - i. Use blocks under trailer hitches
- F. Front Entrance Island
  - a. Review suggested plantings when paving complete

When Tom and Paul left, the meeting was called to order at 6:34 p.m. Claudette made a motion to accept the February minutes. This was seconded by Al and agreed to by all.

FINANCIALS

- A. Cindy to check \$27.77 posting to Water & Sewer – Pool House to verify it is an authentic charge and classification
- B. Tax returns have been filed
- C. Year-end drafts are forthcoming from Seelye & Schulz

PAVING

- A. Walkthrough with Hudson Paving scheduled for April 1st
  - a. Review speed bump placement
  - b. Review possible locations for dumpster placement

- B. Amalia emergency access road can be opened
  - a. Residents should be notified no parking will be allowed in that area

#### PORCH REPLACEMENTS

- A. 5 Meghan Drive – front entry needs to be done
- B. 8 Jasmine Drive – steps on this ranch style unit needs to be done
- C. 14 Brussels Drive – pressure treated stair treads need to be changed to composite

#### RE-SIDING

- A. Claudette made a motion to side 4 units in 2015 (in addition to the 2 units selected in the 2014 lottery that have not been completed) which was seconded by Dave and agreed to by all
  - a. Letter is being sent to unit owners eligible for 2015 lottery
  - b. Proposed timetable is between Labor Day and Thanksgiving
- B. Units carried over from 2014 will be done first

#### CONTRACTS

- A. Pressure Washing
  - a. Elaine made a motion to accept a \$8,395 quote from Granite State Pressure Washing which was seconded by Dave and agreed to by all
    - i. Front porches will be included
    - ii. Work tentatively scheduled for June after paving is completed

#### OLD BUSINESS

- A. Winter Tree Work
  - a. Sayco needs to return to property for some clean-up when snow melts
- B. Painting
  - a. Goodridge Painting and Cornerstone Painting preparing quotes
    - i. Elaine will do a count of original rear decks on paint schedule

#### MAINTENANCE ISSUES

- A. 6 Jamaica Lane – Joel to check roof for loose shingles
- B. 5 Trocha Street – Joel to check ridge vent

#### VIOLATIONS

- A. Trash Receptacle storage placement – reminders sent to:
  - a. 15 Jamaica Lane
  - b. 18 Scarborough Drive
  - c. 9 Falls Grove Road
  - d. 9 Fenwick Street
  - e. 19 Fenwick Street
- B. Gutter Maintenance – reminders will be sent to:
  - a. 4 MacTavish Drive
  - b. 3 Amalia Drive
  - c. 4 Meghan Drive
- C. Overhead Wire – reminders will be sent to:
  - a. 27 Country Hill Road
  - b. 4 Falls Grove Road
- D. Miscellaneous – reminders will be sent to:
  - a. 22 Jamaica Lane – salt bags on roof
  - b. 3 Jamaica Lane – pallet next to driveway
  - c. 7 Trocha Street – bulkhead replacement

#### UNIT OWNER REQUESTS

- A. 12 Scarborough Drive – Replacement windows .....Approved

**NEW BUSINESS**

- A Spring Walkthrough will be done in April.

Dave made a motion to adjourn the meeting. This was seconded by Claudette and agreed to by all.  
Meeting adjourned at 7:55 p.m.

Next meeting is scheduled for Wednesday, April 22, 2015 at 6 p.m.

Respectfully submitted,

Elaine Reid  
Secretary, Country Hill Estates

END