



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, May 19, 2015

DIRECTORS PRESENT:

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

RESOLUTION PRESENT:

Cindy Carroll

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Meeting was called to order at 6:08 p.m. Claudette made a motion to accept the April minutes. This was seconded by Dave and agreed to by all.

FINANCIALS

- A. Al still needs to work with Lauren to make sure 2015 budget reflects transfer of \$40,600 in operating surpluses to reserves.
- B. 11 Brussels Drive was purchased by bank at April 29th foreclosure sale.
- C. 16 Brussels Drive was purchased by an individual at May 13th foreclosure sale. Buyer has 30 days to either pay the balance or secure financing.

PAVING

- A. Finish coat tentatively scheduled to be applied after May 26.
  - a. Cindy to prepare email and bulletin board notice regarding:
    - i. Turning – do not turn wheels unless vehicle is moving.
    - ii. Lengths of time cars need to be kept from parking in driveways and roadways.
      - (1) If damage occurs, it is the unit owner's fault and CHECA will not pay for repairs.
    - iii. Trash pickup in Phase III will not resume for several weeks after paving is completed.
    - iv. Parking at mail house will be prohibited until tape is removed.
- B. Cindy to contact Bus Company and reconfirm busses are not allowed on the property for the remainder of the school year.
- C. Cindy to discuss irrigation damage with Paul prior to finish coat being applied.

RE-SIDING

- A. Lottery held May 16th.
  - a. 4 units chosen
  - b. Alternates selected in case any unit owner opts out or if 2 additional units can be done this year.
- B. Al to send letters to lottery winners.
  - a. Deadlines for accepting and making required repairs will be enforced.

MORIN'S

- A. Damaged shrub still needs to be removed at 5 Jamaica Lane.
  - a. This fall Morin's will grind stumps of all shrubs removed due to winter storm damage.
- B. Still waiting for a proposal from Paul P. based on April 23rd walkthrough.
  - a. This includes the entrance which should be done ASAP after paving is completed.
- C. Phase III repairs should begin ASAP after paving is completed.
- D. Need a map showing which zones are covered by the well and which use Pennichuck water.
- E. Need schedule for mulching.

**OLD BUSINESS**

- A. Painting
  - a. Tim Goodridge still needs to visit the property and do a painting walkthrough with Elaine.
- B. Pool
  - a. Minor tile repairs still need to be done.
  - b. City of Nashua scheduled to inspect pool on May 21st.
    - i. Cindy to advise Elaine when certification of inspection is issued.
- C. Seal Coating
  - a. Cindy needs to contact vendor and get quotes for driveway sealing and road sealing in Phases I and II.

**MAINTENANCE ISSUES**

- A. Sayco
  - a. Inspected tree roots between 11 and 15 Jamaica Lane and determined these pose no danger to the foundation of either unit.
- B. All Outdoors Construction
  - a. 5 Trocha Street — ridge vent needs attention.
  - b. 7 Falls Grove Road — damaged siding needs to be replaced.
  - c. 3 Jamaica Lane — damaged siding needs to be replaced.
  - d. 8 Meghan Drive — fence behind needs repair
  - e. 7 Timothy Drive — fence behind unit needs repair

**VIOLATIONS**

- A. 3 Meghan Drive — signs in window.
- B. 4 Falls Grove Road — overhead wire coming into unit.
- C. 11 Scarborough Drive — exterior storage on common area.
- D. 5 Amalia Drive — failure to provide copy of lease.
- E. 4 McTavish Drive — gutters.
- F. 7 Trocha Street — bulkheads.

**UNIT OWNER REQUESTS**

- A. 6 McTavish Drive — slider replacement..... Approved.
- B. 23 Brussels Drive — window replacement..... Approved.
- C. 23 Brussels Drive — deck alteration..... Approved.
- D. 9 Falls Grove Road — amended planting plan ..... Approved.
- E. 9 Falls Grove Road — shutter painting ..... Pending.
- F. 11 Jamaica Lane — central air installation ..... Pending.

**NEW BUSINESS**

- A. None.

Dave made a motion to adjourn the meeting. This was seconded by Al and agreed to by all. Meeting adjourned at 8:04pm.

Next meeting is scheduled for Wednesday, July 2, at 6 pm. Meeting will be held at 9 Jamaica Lane.

Respectfully submitted,

Elaine Reid

Secretary, Country Hill Estates

END