



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

Thursday, July 2, 2015

DIRECTORS PRESENT:

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

RESOLUTION PRESENT:

Cindy Carroll

Meeting was called to order at 6:00 p.m. Claudette made a motion to accept the May minutes. This was seconded by Dave and agreed to by all.

FINANCIALS

- A. 11 Brussels Drive — Wells Fargo has requested an updated ledger for the property. Foreclosure deed has not been filed.

PAVING

- A. Hudson Paving has completed Phase III work.
 - a. Final invoice not received.
 - b. Do not pay until due date.
- B. Grass restoration has begun.
 - a. Areas will need to be reseeded in the fall.

RE-SIDING

- A. 2014 — leftover units not completed
 - a. 3 Edis Lane and 10 Jamaica Lane are scheduled to be done in the next three weeks.
- B. 2015 — currently scheduled units.
 - a. 29 Country Hill Road and 6 Trocha Street; ready to start.
 - b. 6 Fitzpatrick Circle; needs slider replaced and wires moved.
 - c. 4 Jamaica Lane; color needs to be chosen.

MORIN'S CONTRACT MAINTENANCE

- A. Mulching done.
- B. Shrub trimming begun.

MORIN'S PROPOSED LANDSCAPE IMPROVEMENTS

- A. Following Approved:
 - a. Entrance (right side when exiting).
 - i. Cut back saplings and seed.
 - ii. Add irrigation line.
- B. 9 Trocha Street — fill in chipmunk holes and seed.
- C. 4 Trocha Street — remove arborvitae around electrical box and seed.
- D. Stump grinding and seeding on,
 - a. 7 Timothy Drive
 - b. 6 Fenwick Street
 - c. 15 Falls Grove Road
 - d. 27 Country Hill Road
 - e. 19 Jamaica Lane
- E. 5 Jamaica Lane — de-mulch, re-grade and seed around electrical box.
- F. Jamaica Lane Circle – widen grass strip to uniform 3ft, de-mulch and seed.

- G. 6 Fenwick Street — remove 2 hemlocks, grind stump and seed.
 - a. Fill in 2 sink holes.

OLD BUSINESS

- A. Painting
 - a. Tim Goodridge has had a crew on property painting units on the 2015 schedule.
- B. Pressure Washing
 - a. Scheduled for August 11-13.
 - b. Cindy to contact unit owner at 21 Fenwick Street informing them that unit will be the test unit for roof cleaning which will be done at no cost by Granite State.
- C. Seal Coating
 - a. Phase I driveways will be done in the fall.
 - i. Cindy still waiting for final quote.
- D. Pool
 - a. Pool water quality issues have been remedied by the replacement of the pool filter cartridges.
 - b. Reactivation fee for pool access Keyfob's is \$75.

MAINTENANCE ISSUES

- A. All Outdoors Construction
 - a. Roof on 4 Scarborough Drive needs to be checked.
- B. Garage door trim needs to be replaced at 6 Fitzpatrick Circle and 29 Country Hill Road prior to re-siding.

VIOLATIONS

- A. 15 Jamaica Lane — commercial vehicle parking.
- B. 4 McTavish Drive — improper storage of bicycles.

UNIT OWNER REQUESTS

- A. 9 Falls Grove Road — request to paint shutters Rescinded.
- B. 11 Jamaica Lane — air conditioner installation..... Approved.
- C. 5 Timothy Drive — air conditioner installation..... Approved.
- D. 14 Fitzpatrick Circle — deck painting..... Approved.
- E. 14 Fitzpatrick Circle — pruning..... Approved.
- F. 3 Trocha Street — vent installation..... Approved.
- G. 9 Falls Grove Road — security camera installation..... Approved.
- H. 9 Tracey Avenue — window replacements..... Approved.

NEW BUSINESS

- A. Waste Management — Cindy to contact regarding damage done on by their truck on Jamaica Lane and Brussels Drive.
 - a. Suggest someone in a supervisory position at Waste Management visit the property.
- B. Winter Tree Work — 6, 8, and 10 Fenwick should be added to the list (tree limbs hanging on roofs).
- C. Comcast Damaged Cable Boxes
 - a. Claudette has been contacting Comcast weekly to come and repair damaged boxes.
 - i. Cover in detail in August Newsletter.
- D. Ornamental Tree Pruning
 - a. Cindy to get quotes.
- E. Annual Meeting
 - a. Date has been set for October 2, 2015.
 - i. Cindy arrange for a meeting room at Holiday Inn.
 - b. Elaine will post Annual Meeting Notice no later than August 22, 2015.

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

Next meeting is scheduled for August 19, at 6 p.m., at 10 Brussels.

Respectfully submitted,

Elaine Reid

Secretary, Country Hill Estates

END