



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Monday, September 21, 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 6:04p.m. Minutes were reviewed and amended as agreed to by all. Claudette made a motion to accept the August minutes. This was seconded by Dave and agreed to by all.

FINANCIALS

- A. No issues.

RE-SIDING

- A. Jeff Pascoe has finally advised he cannot commit to CHECA siding work at this time.
- B. Joel Sanborn has quoted re-siding at 8 Edis Lane and will begin the week of October 5th.
  - a. Workmanship and pricing will be reviewed when finished.
    - i. If up to standard, he will be awarded the contract to re-side ranch units at 10 Jamaica Lane and 29 Country Hill Road.
- C. Gionet's Home Improvement is working on proposal for other style units.
- D. Moving forward BOD would like to use at least two different vendors.

MORIN'S CONTRACT MAINTENANCE

- A. Cindy to contact Morin's and arrange to have back portion of property slice seeded ASAP.
- B. Cindy to contact and discuss turning off irrigation system

ANNUAL MEETING

- A. Arrangements with Holiday Inn have been confirmed.
- B. Notice of Annual Meeting will be mailed no later than September 30.
- C. Al will post Unapproved/Draft copy of 2014 Annual Meeting Minutes on the website.

2016 BUDGET

- A. Proposed budget reviewed and modified.
- B. Updated copy to be approved via email and mailed with Notice of Annual Meeting.

OLD BUSINESS

- A. Seal Coating
  - a. Phase I was done September 16-17.
  - b. NH blacktop mistakenly prepped driveways in Phase II.
    - i. Seal coating of Phase II will be done October 1 (weather permitting).
      - (1) 7 Falls Grove Road will be done at that time.
      - (2) 9 Falls Grove Road will be corrected.
      - (3) Any Phase II driveways not sealed will be done in 2016.
    - ii. NH will not invoice CHECA for this work until July 2016.
  - c. Sealing of CHR crack between Phase I and Phase II still needs to be done.
  - d. Phase III seal coating will not be done until 2017.
- B. Pool

- a. Pool has been winterized.
- b. Water meters for pool and irrigation will be scheduled for removal in October once irrigation has been turned off.
- c. Pool house needs to be winterized.

**MAINTENANCE ISSUES**

- A. All Outdoors Construction
  - a. Fence repairs.
  - b. Zinc strips 21 Fenwick Street.

**VIOLATIONS**

- A. 3 Amalia Drive — gutters need to be cleaned.
- B. 24 Jamaica Lane — gutter needs to be cleaned.
- C. 4 Scarborough Drive — gutter needs to be cleaned.
- D. 19 Fenwick Street — trash receptacles improperly stored.
- E. 18 Scarborough Drive — trash receptacle improperly stored.
- F. 21 Fenwick Street — illegal parking and illegal storage on common area ..... Fine
- G. 3 Brussels Drive — garage door in need of repair.

**UNIT OWNER REQUESTS**

- H. 10 Scarborough Drive — deck alteration (ramp) ..... Approved
- I. 19 Brussels Drive — window replacement ..... Approved
- J. 4 Falls Grove Road — window replacement..... Approved
- K. 4 Falls Grove Road — door replacement..... Approved
- L. 3 Brussels Drive — window replacement..... Approved

**NEW BUSINESS**

- A. Trash Removal
  - a. Unsolicited quotation has been received from Stateline Waste Management.
    - i. Cindy to contact and get more detailed information.
- B. Tree/Landscape Work
  - a. Morin's will be requested to provide a quote for winter tree work.
    - i. Tree at 3 Brussels Drive needs to be removed.
  - b. Morin's will be requested to provide a proposal for tree removal and landscape improvements in the Falls Grove Road/Fenwick Street area.
- C. Trespassing
  - a. Unit owner at 10 Jamaica Lane has suggested BOD post no trespassing signs on the high school side of fence.
    - i. Cindy to get pricing and advise.

Claudette made a motion to adjourn the meeting. This was seconded by AI and agreed to by all. Meeting adjourned at 8:24 p.m.

Next meeting is the Annual Meeting, October 21, 7 p.m., at the Holiday Inn, Nashua.

Respectfully submitted,

Elaine Reid  
Secretary, Country Hill Estates