



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES
Wednesday, April 20, 2016

DIRECTORS PRESENT:

Dave Sgro

Judy Turner

Elaine Reid

Al Reilley

ABSENT

RESOLUTION PROPERTY MANAGEMENT PRESENT:

Cindy Carroll

Meeting was called to order at 6:01 PM. February minutes had previously been approved via email. Prior to the meeting, Claudette Dube-Bulsa submitted her resignation which was accepted with regrets. Dave Sgro reached out to Elaine Reid to re-join the Board at the April Meeting. Judy Turner made a motion to seat Elaine on the Board. This was seconded by Al Reilley and approved by all.

FINANCIALS

- A. Al asked Cindy to clarify:
 - a. Fertilization Account missing on Chart of Accounts?
 - b. Tax Payments Account missing on Chart of Accounts?
 - c. PY Rollover to Reserve. Description/Reason?

RE-SIDING PROJECT

- A. The three units left from 2015 will be completed before the 2016 units are started. Twelve units have been selected by lottery, to be re-sided in 2016.
 - 21 Brussels Drive
 - 3 Scarborough Drive
 - 8 Falls Grove Road
 - 12 Scarborough Drive
 - 5 Trocha Street
 - 20 Jamaica Lane
 - 9 Falls Grove Road
 - 6 Timothy Drive
 - 25 Brussels Drive
 - 6 McTavish Drive
 - 4 Timothy Drive
 - 22 Jamaica Lane
- a. Confirmation letters will be sent to all.
- b. Unit owners will have 14 days to agree to terms.
- B. Quotations submitted by All Outdoors Construction and Gionet's Home Improvement were reviewed.
 - a. All Outdoors will be offered the 2 ranches and Gionet's will do the remainder.
- C. Cindy to advise Gionet's to be consistent with existing re-sided units.
 - a. Any window wrapping issues/expenses are the responsibility of the unit owner.

SPRING CONTRACTS

- A. **Lawn Care.**
 - a. Spring clean-up being done week of April 18th.
- B. **Pool.**
 - a. Pool preparations have begun.
 - b. Pool license application and fee submitted to Nashua Health Department.
 - c. Cindy to request Pat O'Leary to run pump as little as possible prior to pool opening.
 - d. Accounts with balance will not be granted pool privileges.
 - i. Cindy to arrange to have notice sent with statements.
- C. **Painting**
 - a. Goodridge Painting will paint units on:
 - Amalia Drive
 - Jamaica Lane
 - Scarborough Drive

- i. Accounts with outstanding balances **will not** be painted.
 - ii. Painting to begin on or before May 15, 2016.
 - iii. Goodridge will place notices with dates and instructions in doors prior to painting.
 - iv. Elaine to provide Cindy with original deck and garage count.
- D. **Pressure Washing.**
- a. Granite State will do units on:
 - Edis Lane
 - Jasmine Drive
 - Fenwick Street
 - Trocha Street
 - Country Hill Road
 - Falls Grove Road
 - b. Accounts with balances due and payable **will not** be pressure washed
 - c. 5 and 8 Trocha are scheduled for siding and will not be done.
 - d. Work will be done week of May 19th.
- E. **Driveway Sealing**
- a. New Hampshire Blacktop Sealers will seal driveways in Phase 2 that were not finished last year and then complete Phase 3 units :
 - 6 Fitzpatrick Circle (2)
 - 9 Jamaica Lane (2)
 - 6 Scarborough Drive (2)
 - Trocha Street (3)
 - Meghan Drive (3)
 - Tracey Avenue (3)
 - 14 Fitzpatrick Circle (2)
 - 12 Jamaica Lane (2)
 - Edis Lane (3)
 - Jasmine Drive (3)
 - Timothy Drive (3)
 - b. Sealing is scheduled for June 23rd (rain date June 24th)

OLD BUSINESS

- A. **Snow Removal**
- a. Cindy to ask Wayne to remove his snow removal equipment and make necessary repairs to lawns damaged during snow removal.

MAINTENANCE ISSUES

- A. None.

RULE INFRACTIONS/VIOLATIONS

- A. 9 Edis Lane – unit owner notified to remove large amount of construction trash set out for Waste Management.
- B. 8 Falls Grove Road – unit owner notified Waste Management does not collect construction material and to remove it from driveway.

UNIT OWNER REQUESTS

- A. 17 Fenwick Street— Vent installationApproved 02/22/2016
- B. 9 Edis Lane — Pod; conditional driveway storage Approved 03/31/2016
- C. 4 Falls Grove Road — Window replacement installation..... Denied 04/15/2016

NEW BUSINESS

- A. **Trash Removal**
 - a. Stateline Trash Removal will attend the May meeting to discuss bidding on the 2017 contract.
- B. **Landscaping**
 - a. Tom Morin will attend June meeting to discuss 2017 contract.
 - b. Cindy to work up bid specs and send out to other potential vendors.
- C. **Paving**
 - a. Cindy to contact Hudson Paving regarding cracks on Brussels Drive.
- D. **Condo Software system.**

- a. Al has been investigating a new condo software system. Board members very receptive and he will continue gathering information.

Judy made a motion to adjourn the meeting. This was seconded by Al and agreed to by all. Meeting adjourned at 8:12 PM. Next meeting is scheduled for May 18 at 6:00 PM.

Respectfully submitted,

Elaine Reid
Secretary, Country Hill Estates

END