



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, May 18, 2016

DIRECTORS PRESENT:

Dave Sgro                      Judy Turner                      Elaine Reid                      Al Reilly

ABSENT

RESOLUTION PROPERTY MANAGEMENT PRESENT:

Cindy Carroll

STATELINE WASTE MANAGEMENT

Mike Saucier

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Mike Saucier of Stateline Waste Management attended the meeting to present a proposal for trash removal.

TRASH REMOVAL

- A. Trash trucks are smaller (3½ ton capacity), and able to easily negotiate our cul-de-sacs without damaging the asphalt paving.
- B. Provides 95 gallon toters (same size as what is now used).
- C. Charges a set monthly fee – no fuel surcharge or environmental up charges.
- D. Three year contract with a performance clause included.
- E. Unit owners can arrange to have large items and construction trash picked up at their own expense.
- F. Service Agreement and Certificate of Insurance will be forwarded to Cindy.
- G. BOD will review at June meeting.

Once Mark left, the meeting was called to order at 6:21 p.m. Judy made a motion to approve the April minutes. This was seconded by Al and agreed to by all.

FINANCIALS

- A. John Bisson will work with Cindy to renew CHECA's FHA approval status.
- B. Current status expires in mid-July.
- C. P & L will be reviewed and adjusted to match Annual Budget.
- D. Seelye and Schultz will be contacted on how to process funds received from 11 Brussels Drive.
- E. Wells Fargo will begin paying monthly fees at 11 Brussels Drive.
- F. Nationstar is processing account at 16 Brussels Drive.

SIDING PROJECT

- A. Letters have been sent to unit owners chosen for siding as a result of the 2016 lottery.
  - a. Strict deadlines have been set and must be adhered to.
- B. Gionet expects to start siding in early June.
- C. All Outdoors Construction is scheduled to side the 2 ranches in July.
- D. 2017 lottery will now be held at the 2016 Annual Meeting.

SPRING CONTRACTS

- A. **Lawn Care.**
  - a. Spring clean-up is done.
- B. **Pool.**
  - a. Pool license has been issued by City of Nashua.
  - b. Pool set to open Memorial Day weekend.
- C. **Painting**
  - a. Goodridge Painting will not begin painting units until the June/July time frame.

- D. Pressure Washing.
  - a. Granite State will schedule units for July 5–7.

#### OLD BUSINESS

- A. Caliber HOA Software
  - a. AI gave an update and in-depth review of the system.
  - b. Elaine made a motion to authorize funding to license the Caliber HOA condo software program and was seconded by Judy, and approved by all.
  - c. Anticipated cost: \$1850/year plus a one-time-only \$250 Setup charge or \$1.13/unit/month, exclusive of Setup charges.

#### MAINTENANCE ISSUES

- A. Cindy will contact Morin's about cleaning off the tennis courts.
- B. Cindy to order no trespassing signs for the open fence area on Jamaica Lane.
- C. Cindy to arrange for Waste Management to pick up damaged receptacle at the Association garage.
- D. Letters were sent to 17 unit owners advising them that their expanded decks need maintenance.
  - a. Unit owners will have 30 days to complete the work.

#### RULE INFRACTIONS/VIOLATIONS

- A. Violation letters were sent to several unit owners as a result of the April walkthrough.

#### UNIT OWNER REQUESTS

- A. None.

#### NEW BUSINESS

- A. POD's/Dumpsters
  - a. A time limit will be set for the length of time a unit owner can have one on site.

Judy made a motion to adjourn the meeting. This was seconded by AI and agreed to by all. Meeting adjourned at 8:35 PM. Next meeting is scheduled for June 22 at 6:00 PM.

Respectfully submitted,

Elaine Reid  
Secretary, Country Hill Estates

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