



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES  
Wednesday, November 2, 2016

DIRECTORS PRESENT:

Judy Turner

Al Reilly

Elaine Reid

Claudette Dube-Bulsa

ABSENT

None

RESOLUTION PROPERTY MANAGEMENT PRESENT:

Cindy Carroll

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Meeting was called to order at 6:02 p.m. Judy made a motion to accept the September minutes. This was seconded by Al and agreed to by all.

Claudette made a motion to accept the Annual Meeting Minutes. This was seconded by Al and agreed to be all. Minutes will be formally approved at 2017 Annual Meeting.

Claudette nominated Judy for President. This was seconded by Al and agreed to by all. Elaine nominated Al for Treasurer. This was seconded by Claudette and agreed to by all. Judy nominated Elaine for Secretary and was seconded by Claudette and agreed to by all.

FINANCIALS

1. 2017 Budget – line items in Reserves are still under review.

CONTRACT RENEWAL

1. Property Management
  - a. Elaine made a motion to accept the Resolution Property Management contract for 2017.
    - i. This was seconded by Al and agreed to by all.
2. Public Accountants
  - a. Elaine made a motion to begin using Bigelow & Company as yearly Auditor.
    - i. This was seconded by Al and agreed to by all.
3. Property Insurance
  - a. Traditionally, 2017 prices will not be available until late December.

LANDSCAPING

1. Lawn Restoration
  - a. Morin's will be asked to provide a quote and schedule improvements for;
    - i. 8 Fenwick Street,
    - ii. 21 Fenwick Street, and
    - iii. 3 Falls Grove Road.

TRASH REMOVAL

1. Cindy will draft a letter to the unit owners covering everything they will need to know about the transfer of trash removal contractor Waste Management to Stateline.

OLD BUSINESS

1. None.

MAINTENANCE ISSUES

1. Fence – front fence (closest to high school) needs to be braced before winter.
2. Roofs – pine needles need to be blown off roofs.

RULE INFRACTIONS/VIOLATIONS

1. 9 Fenwick Street – trash receptacle stored outside garage.

2. 9 Fenwick Street – trampoline stored on front lawn.
3. 21 Jamaica Lane – multiple bags of trash on the ground next to trash receptacle.
4. 9 Tracey Avenue – bags of animal waste on ground next to garage.
5. 7 Tracey Avenue – trash receptacle stored outside garage.
6. 7 Trocha Street – animal waste improperly disposed of.
7. 9 Trocha Street – improper exterior storage of items.

#### UNIT OWNER REQUESTS

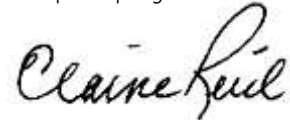
1. None.

#### NEW BUSINESS

1. Satellite Dishes.
  - a. AI will revise Satellite Dish policy and post on web-site.
2. Mail House Paving Issue.
  - a. Cindy to get quote on repair.
3. Re-siding 2017
  - a. 20 units will be re-sided in 2017.
    - i. Letters will be sent to unit owners, on the approved list, in late November.
4. Reserve Projects
  - a. Front Porches – porch at 9 Jamaica Lane needs to be replaced prior to siding.
  - b. Original Rear Decks
    - i. 9 Brussels Drive needs to be replaced prior to re-siding.
    - ii. 5 Scarborough Drive needs to be replaced.
      1. All Outdoors Construction needs to provide a quote and secure necessary permits.
  - c. Retaining Walls – timber walls need to be removed and in some cases replaced.
    - i. 17 Jamaica Lane
    - ii. 18 Jamaica Lane
    - iii. 3 Brussels Drive
    - iv. 14 Brussels Drive
    - v. 4 Fenwick Street

Claudette made a motion to adjourn the meeting. This was seconded by Judy and agreed to by all. Meeting adjourned at 8:35 p.m. Next meeting will be held in February.

Respectfully submitted,



Elaine Reid

Secretary, Country Hill Estates

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END