



COUNTRY HILL ESTATES CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES
Wednesday, May 24, 2017

DIRECTORS PRESENT:

Judy Turner

Al Reilley

Elaine Reid

Claudette Dube-Bulsa

ABSENT

None

RESOLUTION PROPERTY MANAGEMENT PRESENT:

Brian Egan

Meeting was called to order at 6:04 p.m. Al made a motion to accept the April minutes. This was seconded by Claudette and agreed to by all.

FINANCIALS

1. **Accounting**
 - a. Bookkeeper still needs to move Wells Fargo dollars into Reserves.
2. **Reserve Spending 2017**
 - a. Profit & Loss Performance Ledger needs to be updated with budgeted dollars added to each item.
3. **Bigelow & Company** - Year End Audit Report was received.

CONTRACT RENEWAL

1. **Painting** - contract was reviewed.
 - a. Brian will give Judy a copy for signature.

LANDSCAPING

1. Paul P. was unable to attend meeting due to a death in the family.
2. Brian will forward a list of outstanding projects to him.

OLD BUSINESS

1. **All Outdoors Construction**
 - a. **Fencing**
 - i. Front fence has been repaired.
 - ii. High school fence will be repaired using metal posts.
 - b. **Original Decks**
 - i. Rear deck at 9 Brussels Drive has been replaced.
 - ii. Rear decks at 5 Scarborough Drive and 4 Trocha Street need to be replaced.
 - c. **Front Entries**
 - i. 9 Jamaica Lane needs to be replaced before unit is sided.
2. **Pool**
 - a. Pool house has been cleaned.
 - b. Key FOB electronic access system has been activated.
 - c. No smoking signs have been posted.
 - d. Pool will open for the season Saturday, May 27.
 - i. Elaine will post notice at mail house.
3. **Pressure Washing**
 - a. Scheduled for June 21, 22, and 23.
4. **Lease Agreements**
 - a. Signed agreements still outstanding for:
 - i. 7 Brussels Drive
 - ii. 9 Fenwick Street

- iii. 8 Jamaica Lane
- iv. 4 Scarborough Drive
- 5. **Siding**
 - a. 2017 work will begin week of June 5th.
 - b. All units should be completed by the end of September.

MAINTENANCE ISSUES

- 1. 19 Jamaica Lane - Drain Issue
 - a. Brian will discuss with Paul P.

RULE INFRACTIONS/VIOLATIONS

- 1. 12 Fitzpatrick Circle – violation letter failure to clean up dog waste.
- 2. 14 Jamaica Lane – violation letter failure to restrain dog.
- 3. 14 Jamaica Lane – remove Christmas lights on bush in front of unit.

UNIT OWNER REQUESTS

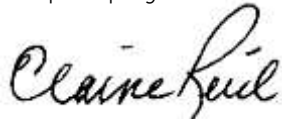
- 1. 7 Scarborough Drive – slider replacement Approved.
- 2. 15 Falls Grove Road – expanded deck upgrade Approved.
- 3. 4 Meghan Drive – replacement windows Approved.
- 4. 4 Meghan Drive – garage door Approved.
- 5. 4 Meghan Drive – slider replacement..... Approved.
- 6. 4 Meghan Drive – front door Approved.
- 7. 4 Meghan Drive – storm door Approved.

NEW BUSINESS

- 1. **Entrance Wall**
 - a. Brian will obtain an estimate to repair the damage and forward to driver’s insurance company.

Claudette made a motion to adjourn the meeting. This was seconded by Judy and agreed to by all. Meeting adjourned at 7:24 p.m. Next meeting will be held on June 21, 2017.

Respectfully submitted,



Elaine Reid
Secretary, Country Hill Estates

END