



## **FROM THE BOARD**

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Our May Newsletter mentioned that foreclosure sales were held at both 11 and 16 Brussels Drive. A Foreclosure Deed for 11 Brussels Drive was executed on May 28, 2015 and registered at the Hillsborough County Registry on June 10, 2015. Wells Fargo is now the owner of record for this property. In reference to 16 Brussels Drive, no communication has been received from the foreclosing institution that the property has changed hands. Hopefully, we will be able to provide you with more information at the Annual Meeting.

Heavy snow and ice this past winter caused damage to some Comcast and Fairpoint pedestal boxes within the Community. Claudette has spent countless hours trying to get both companies to come and repair the damage. Their message has been "customers need to call directly and report the problem". Once this is done, repairs can be made. Her persistence finally paid off and within the last couple of weeks repairs have been done. In the future if you notice a damaged utility box around your unit, you will need to call the appropriate Company and report it. There is no charge for repairs.

### ***TAG SALE***

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Community Tag Sale is scheduled for Saturday, September 12.

### ***TRASH COLLECTION***

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Due to the Labor Day Holiday, trash pickup that week will be on Wednesday, September 9. Receptacles should not be placed outside until Tuesday evening.

### ***FALL WALK-THROUGH***

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Fall walk-through will be done in October.

## **ANNUAL MEETING**

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The Annual Meeting will be held on Wednesday, October 21, at the Holiday Inn on Northeastern Blvd. Starting time is 7:00 pm. The official notice of meeting will be mailed at least 21 days prior to the meeting. This meeting is the only time the entire Community meets. It's your opportunity to voice your opinion about what is happening within the Community and to offer ideas on what you think is working and what needs to be improved.



Two Board of Director seats will be up for election this year. Any unit owner of record who is in good standing is eligible and encouraged to run for a board seat.

Board of Directors is comprised of five members. Duties include:

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### **Points of Interest**

- Please help keep our children and walkers safe. Please slow down when driving on Country Hill Road. Thank you.
- Please check your personal insurance policies to make sure you are properly covered.
- Stop theft. Please lock your cars.
- Make it a safe summer.

- Budget Preparation
- Financial Oversight
- Setting Condo Fees
- Hiring and Supervising Property Management
- Reviewing and Awarding Contracts
- Community Communications

If you are interested in running for one of the board seats, you need to submit a letter of candidacy to Cindy Carroll no later than September 20, 2105.

## PAVING UPDATE

Our paving project which began three years ago has been completed. Total cost of the project was accomplished using reserve funds only – no special assessments. Some re-seeding of lawns may need to be done in the fall which is the optimum time to plant new grass.



Speed bumps were purposely re-installed in an attempt to keep vehicles at the 20 mph speed limit. Even with the speed bumps, unit owners have complained about speeders. In fact, one of them even took the time to post a reminder and complaint at the mail house. So again, please slow down and observe the speed limit.

## PARKING

It seems that there is an ever-increasing number of cars in Country Hill and we have a growing parking problem. Cars should not be parked around circles at the end cul-de-sacs prior to trash pick-up on trash days. Our trash removal contractor, Waste Management, cannot easily get around cul-de-sacs where cars are parked. This forces them to drive over the lawn, damaging it and sprinkler heads or they end up damaging the new road surface executing very tight turns that would not be necessary if the road was clear of obstacles.

It's also important that we all be considerate of our neighbors when choosing a parking place. Don't park directly across the street from a neighbor's driveway, impeding their access. Our Rules include other parking restrictions that everyone should familiarize themselves with.

**Motorcycles** (both those parked in driveways and on streets) — must not be parked with their kickstand coming in direct contact with the paving.

## POOL

Pool season will end at dusk on Labor Day – Monday, September 7th. Problem areas at the pool this year included:

- People being let into the pool without using their own key FOB's.
- Unit Owners giving their key FOB to non-residents who in turn use the key FOB without the unit owner present.
- Unaccompanied children being let into the pool unsupervised.

Everyone in the Community should be concerned about this behavior and potential liability. We had hoped the FOB system would eliminate these issues, but it hasn't. If anyone has ideas on how to remedy any of these problems, please let Cindy know.

## TENNIS COURTS

Two new nets were installed prior to the courts opening this spring. Courts will close for the season sometime between October 15th-31st depending on the weather. Thanks to everyone for observing the rules and keeping the Courts clean.

## MAINTENANCE UPDATES

**Painting** — was completed in mid-June for units on Edis Lane, Trocha Street, Jasmine Drive, Meghan Drive, Timothy Drive, and Tracey Avenue.

**Pressure Washing** — did not get done until August due to the re-paving project. McTavish Drive, Brussels Drive, Fitzpatrick Circle and Scarborough Drive were done this year.

**Seal Coating** — will be done in the fall on Driveways on McTavish Drive, Brussels Drive, Country Hill Road, Fenwick Street, and Falls Grove Road. Dates and details will be posted at the mail house before work commences.

### Re-Siding Project

Lottery chosen Units for 2015 are:

- 6 Trocha Street
- 4 Jamaica Lane
- 6 Fitzpatrick Circle
- 29 Country Hill Road

Two units – 3 Edis Lane and 10 Jamaica Lane – were not completed last year and will be done prior to the 2015 units.

Reserve funds will be analyzed and there is a possibility two additional units will be done this year.

**Ice Dams** — think back to last winter and many of you either experienced ice dams or lived near someone who did. Ice dams are a unit owner responsibility. Factors contributing to ice dams are:

- Inadequate attic insulation
- Improper venting of bathroom exhaust fans directly into the attic

## Updates Continued

- Gutters

Some unit owners have been proactive during the past year and added insulation to their attics and installed vents so exhaust fans are now vented directly outside. If these changes have not been made to your unit, you might want to consider having this work done before the snow and cold return. Just a reminder that prior authorization is required before installing vents.



## Web Site Request Forms



By now, most owners are familiar with our fill-in PDF request forms that are available on the web site for owners to request allowable architectural changes to the exterior of their units.

One of the reasons we developed these forms was because it was difficult for the Board to decipher our previous handwritten forms plus new electronic storage considerations. Unfortunately, in some cases, we find that some owners still print out the form and fill it in by hand; back to the original problem of readability. On occasion, we receive forms that are half typed and half handwritten. Please, we need you to fill-in your request forms by typing your information in the shaded form fields provided.

Fortunately, version XI, the latest version of the free Adobe Reader, which we recommend that everyone download, provides the additional ability of signing your completed form if you have a scanned copy of your signature. If you don't and you have a scanner, you can scan your signature and save it to a file for use with the new version of Adobe Reader.

Previous versions of the free reader would not allow you to save the completed form, the only option was to print the form. With version XI, you can save the completed form as a PDF file to your desktop which can then be attached to an

e-mail message to our property manager. No fuss, no muss, no postage.

After filling in the form; at the top right in the form, click the **Sign** pane. Open the **I Need to Sign** panel.

Click **Place Signature**. Click **Use Image**, then browse to the file that contains your handwritten signature. Click **Accept**. Scroll to the desired location on the form, and click to place the signature.

To sign your file more than once, click **Place Signature** again. Scroll to the desired location, and click to place the signature.

To permanently merge the signature into the PDF, save the file. Click **Confirm** to finalize the changes. Type a name for your file. Click **Save**.

You are then presented with an option to send the signed document to others with Adobe EchoSign. Adobe EchoSign is a paid service that you will not need. If you don't want to use the Adobe EchoSign service, click **Not Now**.

**Tip:** Acrobat Reader sets the first signature method chosen as the default method of signing. To change methods, click the down arrow next to **Place Signature**, and select **Change Saved Signature** to return to the full list of options. The last method you choose becomes the default.





## Country Hill Estates

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## Seasonal Reminders

- Annual plants should be removed, and perennials cut back when the growing season ends. Flower pots need to be properly stored for the winter – no under deck or porch storage is allowed.
- Hoses should be drained and stored.
- Basketball hoops need to be removed and stored in your garage, basement or off-site before November 1st.
- Gutters/down-spouts need to be cleaned to prevent ice backup during the winter.
- Bulkheads should be opened and any debris which has accumulated around the interior edge needs to be swept away. Once this is done, check to make sure seals around outer edges are still in place. If not, clean the area where the bulkhead meets the concrete to prepare for the new seal. Caulk around the perimeter with a clear silicone waterproof caulk made for windows and doors. This simple maintenance will prolong the life of the bulkhead.
- Fireplaces, wood burning stoves, and chimneys which are used on a regular basis need to be cleaned and inspected to ensure safe operation.

## Please Be Considerate...

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- Lock your vehicles to prevent vandalism.
- Toys and bicycles cannot be left outside overnight.
- Try not to park on the streets on trash removal day (Tuesday).
- Trash receptacles should not be put out until Monday evening and should be moved to an inconspicuous location (garage if you have one) no later than Tuesday evening.
- Parking on the grass is not allowed.
- Dogs are not allowed to be left outside unattended at any time.
- Dogs are not allowed to run free.
- Animal waste must be picked up and properly disposed – try to use the cul-de-sacs or wooded areas for “pottie breaks”.