



From the Board

Nice weather is finally here! Please take a minute and review these seasonal reminders.

1. Barbecue grills, when in use, should never be left unattended and should be located a safe distance from combustible building products. Grills should never be used beneath overhangs such as roofs, porches, or decks.
2. Any lawn furniture which has been placed on the common area during the day needs to be removed by dusk.
3. Bicycles and toys should not be left on the common area over-night. If you don't have a garage, these items can be stored over-night on your deck.
4. Tomato plants are allowed in existing beds on the side or rear of units; not in the front please.
5. Residents are encouraged to plant flowers in existing beds.
6. If you have a garage, your trash receptacle needs to be stored in the garage. For those of you without garages, receptacles should be placed in an inconspicuous location.
7. Vehicles should be parked with all tires on the pavement to prevent broken sprinkler heads. Broken heads cost money to repair and result in water down the drain! No parking on the lawn! Sprinkler issues should be reported to Cindy Carroll as soon as noticed.
8. Annual tag sale is scheduled for Saturday, September 6th. Rain date is Sunday, September 7th. No other tag sales are permitted.
9. Currently, there are 36 units eligible for our re-siding lottery drawing which will be held within the next few weeks. Results will be posted on the bulletin board.

Paving Update

Phase II is now complete! From comments made to various Board Members and from our own observations, it appears this Phase caused less confusion and inconvenience. We are hopeful that the re-installation of speed bumps will help drivers stay at the 20 mph speed limit.

Landscape work will now begin. Sprinkler repairs will be made, and the system will be checked out. Once this is done, grass will be restored.

Spring is not the best time to plant grass, and it will only grow if *babied*. After seeding, unit owners will be asked to water the newly seeded area several times per day. New grass will need to be kept wet for about eight weeks. It may be necessary to reseed some areas in the fall if spring planting is not successful.



Inside this issue:

Walkthrough	2
Spring Maintenance	2
Trash Removal	3
Unit Alterations	3
Please Be Considerate	4

Points of Interest

- Re-siding project will continue in the fall. Lottery drawing to be held within the next few weeks.
- Pool will open for the season on Memorial Day weekend.
- Please check your personal insurance policies to make sure you are properly covered.
- PLEASE DO NOT PARK ON THE GRASS!

Miscellaneous Updates

WALKTHROUGH

A property wide walk-through was conducted in April. We're happy to report not many violations were noted.

One thing that was apparent was that some expanded decks are in need of maintenance – washing, staining, repairs, etc. Our Property Manager has notified these unit owners, and a time-line has been given to correct these issues. Decks will be re-inspected. If you have any questions, contact Cindy Carroll. Thanks in advance for your cooperation.

It was also noted that there are some original windows and garage doors that need to be either repaired or replaced. If you look at your unit and see rotted wood around the windows or moisture in the glass, that signals the windows should be replaced. Some garage doors are beginning to rot at the bottom. You may be able to get by with just replacing the bottom panel. Once again, Cindy would be happy to answer any questions you might have.

SPRING MAINTENANCE

Now that the 2014 paving has been completed, pressure washing and painting will be scheduled. Notices will be placed on the bulletin board before projects begin. Outside faucets need to be turned on at units scheduled for pressure washing. As per protocol, if you owe money, this work will not be done at your unit.

Once landscape restorations have been done in Phase II, Morin's will mulch existing front beds. Shrub pruning will be done in July.

Power washing is scheduled for: Timothy Drive, Tracey Avenue, Jamaica Lane and Amalia Drive along with the mail house, pool house, and community garage.

Painting will be done on Scarborough Drive, Amalia Drive and Jamaica Lane. Items that will be painted are: original garage doors, garage door trim, and front entry way trim. Painting contractor will determine if bulkheads and basement windows need painting. Builder's original decks will be repaired and painted as needed.

When dates for this work have been determined, notices will be placed at the mail house.

Reminder – delinquent units will not be power washed or painted.

POOL

Pool will open Memorial Day Weekend – check the bulletin board to see the exact date. Hours of operation are from 9 a.m. until dusk. There is an adult only "silent swim" daily 6:30 a.m. until 8:30 a.m. Pool rules are posted at the pool house. Any issues should be immediately reported to Cindy.

As soon as the pool opens, unit owners are encouraged to check and make sure their FOB is still working. Everyone should enter with their own key FOB. Letting unauthorized people into the pool will terminate your pool privileges.

B&S Integrated Security Systems maintains the key FOB's. All key FOB's are held at the B&S office at 14B Broad Street in Nashua. If you are a new unit owner, you will be required to fill out an application form and pay a \$50 fee to obtain a FOB. Cindy Carroll can provide you with an application form and answer any questions you might have.

Units in arrears will be denied pool privileges until their account is current. During the season if a condo fee is not received by the end of the business day on the 15th of the month, your key FOB will be deactivated and pool privileges will be rescinded until your account is paid in full. Reactivation will not occur until the next regularly scheduled visit by B&S.

Remember you are responsible for your guest's behavior.

Pool house will be cleaned twice per week on Monday and Thursday.

TENNIS COURTS

Courts are open daily from 9 a.m. until dusk. A key is required to open the gate. If you don't have one, contact Cindy.

Rules are as follows:

- No pets
- No bicycles
- No skateboards
- No roller-skates
- No alcoholic beverages or glass containers are allowed in the area
- Only soft-soled shoes can be worn on the courts
- You are responsible for removing your own trash

Miscellaneous Updates



Trash Removal

Cars parked on the streets Friday mornings cause problems for Waste Management. Sometimes they cannot drive around the islands. If possible, please refrain from on-street parking until after Waste Management has collected the trash.

Trash pickup Memorial Day week will be Saturday, May 31st while the pickup scheduled for Friday, July 4th, will be moved to Saturday, July 5th. Pickup Labor Day week will be on Saturday, September 6th.

Waste Management does not pick up large items without prior arrangements.

Tree Work

Sayco Tree completed their yearly list of problem trees. They also brought in the heavy equipment and did some aggressive limb trimming, especially where tree limbs were overhanging roofs and decks. They were in and out before most folks noticed.



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 email message to our property manager. No muss, no fuss, 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.



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Comments:

Because our owners understand how important it is to adequately fund our Reserves, within the past few years we've been able to spend some of those reserve dollars to replace existing front porches, do some pool upgrades, replace unit siding, and bring our existing well on-line to help reduce our irrigation water expenses.

All of the upgrades have been accomplished with future maintenance as a priority consideration. For our future savings, all of the upgrades are as maintenance free as possible.

Our biggest expense and inconvenience of re-paving our roads and driveways has progressed through Phase II with only one Phase left for next year. On the whole, we have been very pleased with job that Hudson Paving has delivered. (We're always interested in hearing owners comments.)

Note: Now that most of the Association has new roads, side walks, and driveways, we would like to remind everyone; PLEASE DO NOT PARK ON THE GRASS. If you break a sprinkler head, your unit will be charged for the replacement.

Please Be Considerate...

- Noise should be kept to a reasonable level especially between 10 p.m. and 7 a.m.
- Pets are not allowed to be tied or left unattended at any time
- Pets must be licensed by the City of Nashua
- Dog "business" should be done in the traffic circles or in the wooded areas – not on lawns or edges of lawns
- Pick up litter when you see it
- Make sure your house has a visible street number
- Observe the 20 MPH speed limit to keep our children and walkers safe