



## From the Board

**Property Management** — Effective December 31, 2011, Harvard Management will no longer be the property management firm representing our property. A separate mailing will be sent to each unit owner within the next several weeks announcing the new property management firm and providing pertinent information regarding the changeover. Until the end of the year all questions and correspondence should be directed to Robyn McNicholas at Harvard.

**Delinquent Accounts** — Delinquent accounts continue to be a major drain on our budget. Currently, we have 7 units who do not pay their monthly condo fee. Not only does this result in a loss of income, but it also necessitates a legal expense when we attempt to recoup this money. Liens have been placed when appropriate and re-filed when necessary. These units are not painted or pressure washed. Front porches on delinquent units will not be replaced until the account becomes current. Additionally, common and limited common area privileges have been terminated; parking is no longer allowed in the driveway, and the driveway is not plowed. We continue to pursue additional remedies that can be taken to alleviate this issue.

**Funding Reserves** — From time to time questions arise concerning the funding of capital reserves. Our bylaws require the Board of Directors to build up and maintain an adequate reserve fund to cover repair and replacement of common area elements. Once the yearly commitment has been made to fund the reserve account, the account *must* be funded.

**2012 Fee** — The condo fee for 2012 has been increased by 3.2% and will be \$325 per unit per month. Those of you who faithfully pay your condo fee in advance or on time each month - THANK YOU!

## Seasonal Information

**Basketball Nets** — should have been removed from the common area and stored *inside* your unit or off property by October 31st.

**Trash Removal** — Thanksgiving week pick-up will be moved to Saturday the 26th.

Christmas and New Year's pick-up on Friday as per our normal schedule.

**Holiday Decorations** — decorations are allowed but must be removed no later than January 31st. A notice will be placed at the mail house bulletin board regarding the disposal of Christmas trees.



### Inside this issue:

October Storm	2
Snow Removal	2
Annual Meeting	3
Expanded Porches/Decks	3
Fall/Winter Reminders	4
Please Be Considerate	4

### Points of Interest

- Please watch your speed. 20 MPH
- 2011 Annual Meeting discussion and summary information.
- October storm damage mitigation and cost analysis.
- Elaine Reid re-elected to the board for another two year term.
- Barry Hallenbeck offered his services and has been appointed to the board to fill the vacant seat. Thanks Barry.

## October Storm

---



Anyone who drove through the property or walked the property immediately after the *freak* October snowstorm observed broken trees with snapped tree limbs down on most every street. Luckily, no major structural damage occurred.

Mark did a damage assessment of the property on Sunday and based on his observations, he immediately contacted Harvard Management, Morin's Landscaping, All Outdoors Construction, and Sayco Tree & Landscape to get us on the list for a speedy clean-up. All three of our loyal contractors were on-site working that week. The following week Morin's

was back with a chipper to begin clearing away the debris.

The exact cost of this preliminary clean-up will not be known until all the bills have been received. It is highly likely that a Special Assessment will be required for this portion of the clean-up. We are in the last two months of our fiscal year and there is no room for cuts in the operating budget at this point in time. Sayco Tree will return to the property during the winter months to remove damaged trees and cut off damaged limbs. Funds that have been allocated for our normal winter tree work will be deferred to cover this damage. Funds will not be available to replace downed trees.

Power was off for 91 hours and 35 minutes. No one was happy about the prolonged outage. Calls were placed to PSNH, the Mayor, and our ward Alderman asking about speeding up repairs. Fallen tree limbs were hanging on the overhead wires preventing the restoration of power until a PSNH authorized tree trimmer was able to visit the property. Once the broken limbs were removed, they discovered there was a break in the line; we had to wait until the following day for a line crew to come in and repair the line.

## Snow Removal Contract

---

Joell's Outdoor Services has again been awarded the snow removal contract. Unit owners and guests are requested to park in driveways when it snows to allow for adequate snow removal. During the winter, overnight parking that restricts road width to a single vehicle is not allowed. This ensures emergency vehicles are able to safely negotiate the property. Protocol remains as it has been in the past - main roads will be plowed first. Once the storm is over, driveways will be plowed. Cars can be briefly moved out to Country Hill Road when the storm has ended, and the road has been completely cleared. Please be considerate of your neighbor and don't park behind their driveway or too close to the end of their driveway. Any problems with snow removal, parking, or high snow banks should be reported to the property manager by e-mail or phone.



## 2011 Annual Meeting

---



Our Annual Meeting was held on October 20th at 7:00 PM at the Holiday Inn, 9 Northeastern Blvd, Nashua. Thirty-four (34) units were represented in person and 18 units were represented by Proxy.

Capital improvements for 2011 included:

- completing pool house renovations,
- finishing the replacement of timber walls,
- restoring 300' of fence along the east side of the property, and
- continuing front porch replacements and the re-siding of units.

In 2012, the front porches on Scarborough will be done thus completing this program. Fence repairs will continue on Jamaica. By recycling existing slats and shoring up connectors, we have managed to keep costs under control. Re-siding will continue with several units being done. Some existing wood walls within the community will be eliminated and replaced as required.

Due to the mature nature of our Community, landscaping is an on-going project. Unit perimeter shrubbery has become overgrown at many units. The Association will continue to aggressively prune existing shrubbery located in the front of units. We are attempting to standardize our approach to removal and replacement of shrubbery. Going forward the Association will attempt to remove shrubs when requested and pay for removal. Each unit owner pays for replacement shrubs. Removal and replacements will be done in the fall. In order to have any of the above work done, you must fill out a landscape request form (located on the web-site) and submit it for approval prior to any work being performed. These requests are handled on a "first-come, first serve" basis. Morin's has developed a perimeter planting plan for each style unit which is also available on the web-site along with a list of approved plants.

## Owner Expanded Porches & Decks

---

Questions often arise over the maintenance and repair of porches/decks which have been enlarged and/or replaced by unit owners. Our bylaws are very specific and read as follows:

If a Unit's original front/side or rear deck has been altered at any time from the original state by the unit owner, the unit owner shall be required to maintain repair/or replace all elements of said front/side porch or rear deck at his sole cost and expense. In addition, the unit owner shall be responsible, at his sole cost and expense, for curing any and all damages to the interior or exterior of the Unit resulting from the alteration of said front/side porch or rear deck to the satisfaction of the Board.

For example, if a tree should fall on an expanded deck and cause any type of damage, the Unit Owner would be responsible for repairs. This is not something new - it has been in the bylaws for many years.







## Country Hill Estates

Harvard Management Solutions  
636 Daniel Webster Hwy  
Merrimack, NH 03054-2712

Phone: (603) 429-2019  
Fax: (603) 424-5148

E-mail:  
[rmcnicholas@harvardmanagement.com](mailto:rmcnicholas@harvardmanagement.com)

## Fall/Winter Reminders

- Any exterior changes to a unit require the proper request form be filled out and submitted to property manager for approval prior to work commencing. All forms can be found on the web-site.
- Seasonal plants should be cut back or removed at the end of the growing season.
- Flower pots need to be removed from your yard and stored inside your unit or on your deck for the winter. Under deck storage is not permitted.
- Gutters should be cleaned to prevent ice dams. This is a unit owner responsibility.
- Bathroom ceiling fans should be vented to the outside of the unit; not into the attic. Your attic temperature should be the same as the outside temperature.

## Please Be Considerate

---

- Please don't feed stray cats – it creates future issues with feral cats
- Drive at a safe speed on our streets. 20 MPH posted
- Unregistered and/or inoperable motorized vehicles of any kind are strictly prohibited from the property.
- Pet owners are encouraged to make a reasonable effort to have their pets defecate and urinate in the wooded areas only, where grass, unit shrubbery and other plantings are not present. Owners must immediately remove and properly dispose of all feces left by their pet
- No pets shall be tied up, attended or unattended, outdoors, at any time. Running leads are not allowed
- Pick up litter when you see it
- Bring problems to our attention
- Park in a way that others are not inconvenienced
- Overflow parking areas are designated for Unit Owners, residents and their guests and are to be used only on a very limited basis. Overnight parking and other longer-term parking or storage of vehicles of any kind can create a myriad of problems, especially in winter, and is therefore prohibited. Any vehicle left unattended for extended periods of time in the overflow areas may be towed at the owner's expense.