

LHE Board Meeting (continuation)  
June 11, 2009 – Unit 35

Minutes

**Call to order**

Ann Lammers called the meeting to order at 4:35 pm. The following were present: Nancy Clarke, John Dolan, and Ann Lammers, Directors. Midge Gibbons, Clerk. Greg Lawn, at board's invitation. Later joined by Julie Clattenburg, Treasurer.

**Minutes from previous meeting**

The minutes from June 4, 2009 were read, and there being no additions or corrections were unanimously accepted. Minutes from today (June 11) to be treated as continuation.

**Insurance coverage**

After correspondence with Chris Snow at HUB, Ann reports that the association has sufficient liability coverage to permit the use of volunteer workers by association.

**Dryer duct inspection**

The question was raised as to whom the association would engage for the final inspection of the dryer ducts. The choices were either Criterium Turner Engineers, at a cost of \$175.00 an hour (approximately \$4,000 total), or a volunteer worker, Dave Clarke, a resident of Long Hill Estates. Dave has installed and inspected a number of dryer ducts recently, and is willing to inspect the remainder of units. He will be available to do the work in the fall. Ann moved to accept Dave Clarke's kind offer to inspect dryer ducts for the association. Seconded by John Dolan – motion passed unanimously.

It is to be noted that the nature of the final inspection is voluntary, but the safety of all residents is a priority. Dave, with the assistance of his wife, Nancy Clarke, will document all inspections for the record. A letter will be going out to residents shortly.

**Owners' Window Request**

Board heard summary of recent correspondence regarding Unit 9 owners' request for reimbursement for window replacement (November 2008). Reviewed history of reports of problems with window, starting July 2004. We need to ascertain what was known at each point about defects in common area. Owners' letter and "before and after" pictures were studied. The board voted to write to owners, requesting further specific information to help us determine association's responsibility for costs.

**Maintenance**

Board acknowledged receipt of bills from John Norton for April and May. John will be asked to walk around with board members before the end of June, to set priorities for summer maintenance. Two possible dates for walk-around: June 25<sup>th</sup> or 26<sup>th</sup>, between 10 and 12. Ann will call John to arrange.

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**Tree Replacement**

Nancy Clarke and George Lohmiller are discussing the installation of trees to replace white pines that were cut down last fall. Nancy has informed Our Town Landscaping that tree planting may have to be deferred this year due to budgetary reasons.

Nancy has asked JW Cox (Dub's Shrubs) to look into seeding the bare spots left by removing the pine trees.

**Amendment to Declaration of Condominium**

The Amendment to Declaration of Condominium must be sent to mortgage holders. Nancy will write cover letter. Midge will contact residents to check on information about mortgage holders.

**LHE Information for Realtors**

John Dolan has contacted local realtors and delivered the updated LHE information sheet.

**Safe Deposit Box**

Julie presented information regarding rental of a safe deposit box, with room to store owners' documents about major improvements to units, in case of catastrophic loss. She recommended renting a 3" X 10" box for \$65.00 per year, to be automatically deducted from the Operating Account. Moved by Ann to agree with Julie's recommendation, seconded by Nancy – motion passed unanimously.

**Bank forms**

Julie collected needed signatures on bank forms, for check-signing and safe deposit box.

**Adjournment**

Meeting was adjourned at 5:45 pm, in order to devote remaining time to budget review.

Respectfully submitted,

Midge Gibbons  
Clerk