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**LONG HILL ESTATES AT PETERBOROUGH, A CONDOMINIUM**  
**BOARD MEETING MINUTES – (Revised)**  
July 31<sup>st</sup> 2008  
Unit #16 at 7:30pm

**Present:** Marilyn Britton, President; Greg Lawn and Ann Lammers, Directors; Julie Clattenburg, Financial Administrator/Treasurer; Diana Griffin, Clerk, Marcia Pettie – Tree committee.

Called to order at 7:36pm

Review of Working Meeting Notes from June 11<sup>th</sup>.

- Painting Contract was discussed. Painter – Matthew Harwood – will meet with JW regarding painting behind trees and shrubs. According to Swift Corwin and JW there is no need to remove shrubs in order to paint effectively. Painting is scheduled to begin during the 3<sup>rd</sup> week in August. Contractor does not require pre-payment.
- JW will deal with the water drainage problem in unit12 garage.
- Common area includes “limited” common area such as steps and porch. Assn. is responsible for repair work. Owner is responsible for staining.

Review of Working Meeting Notes from June 25<sup>th</sup>.

- 5 Street light fixtures have been replaced. The remaining 5 lights purchased will be kept in storage for future use.
- Condo Fee set at \$235.00
- Julie has printed and distributed coupons
- Torla paperwork is being processed
- Association will pay for Garden Meter up front and will be reimbursed by gardeners.
- A change of date in the annual meeting is proposed, to hold the meeting in spring, prior to start of the new fiscal year. This proposed change will need a change in the By-Laws. Greg is writing the amendment.

**MOTION** by Ann, second by Greg: To propose By law change at the Annual Meeting.

**PASSED:** All in favor

**MOTION** by Ann, second by Greg: To accept review of minutes.

**PASSED:** All in favor

Agenda for July 31<sup>st</sup> 2008

Treasurer's Report presented by Julie. It did not include payments for Mowing and Pest control.

Operating Account:	\$14,891.46
Capital Replacement Fund	\$22,222.35
Working Account	\$13,080.20
Total	\$50,194.01

**Bills:**

Toria Money	\$237.50
Winer and Bennett	\$90.00
Electric Bill	\$63.00

Mathewson Bill	\$3475.00
Mathewson Bill	\$925.00
Total due to Mathewson	\$4400.00

**Total bills:** **\$4790.50**

**MOTION** by Greg, second by Ann: To approve Treasurers Report and payment of bills.

**PASSED:** All in favor.

Mathewson bill will be paid minus \$1,000. Company offered reduced fee, due to substandard work.

**MOTION** by Greg, second by Ann: To transfer \$4400 from Capital Reserve fund to Operating fund to pay Mathewson for sealing of driveways.

**PASSED:** All in favor.

**MOTION** by Greg, second by Ann: To transfer \$599.44 from Capital Reserve to Operating Fund to pay Dick Parks for replacement of street lights.

**PASSED:** All in favor.

Marilyn will check with Tim Allen regarding tracing gas lines.

Discussion regarding street parking. Marilyn will check minutes from previous Board about wording for restrictions relating to street parking.

JW will be contacted about trimming the mini pine trees on hill at the entrance to Long Hill Estates and on hill behind Bldg. 9.

Marilyn will investigate the ownership of windowsills.

John Norton is taking care of broken drainpipes.

Discussion relating to proposed driveway sealant – Tarconite.

Tree Committee report by Marcia Pettee

- Recommendations from Our Town Landscape.
- Suggestions for trees
- Who will be responsible for watering the new trees
- Tree Committee will meet again for further discussion
- Letter will be sent to owners with information about trees.

Recycling (using the Recycling Center) by Unit owners will be encouraged at the Annual Meeting.

The Welcome Committee welcomed our new neighbor, Linda Buxton in #30. She moved from the condos at 1 Sand Hill in Peterborough.

The Picnic committee has met and will meet again in Sept to finalize picnic arrangements. The date is Saturday September 13<sup>th</sup> with a rain date on the 14<sup>th</sup>.

The Community Garden is "blooming" A walkway will be plowed to the shed when the snow flies.

Marilyn and Greg need one more volunteer for the Rules committee.

Marilyn and Greg will install the Speed Signs.

Greg will write draft of the change in the Bylaws to be included in the Annual Meeting Packet.

Marilyn will let Audrey Carvelho know of the tree removal plans. She is concerned about dead branches on the large pine tree opposite her unit.

Attorney will give a breakdown of his bill in future.

**Date of Annual Meeting:**

Wednesday, October 1<sup>st</sup> 2008. Location: The Monadnock Congregational Church at 7:00pm.

Marilyn term is for 3 years; Ann's term is for 2 years and Greg's term is up this year.

**MOTION** by Greg, second by Ann: To adjourn meeting.

**PASSED:** All in favor.

The meeting adjourned at 9:55 pm.

Respectfully submitted,

Diana Griffin, Clerk

(Final revision by Board.)