

**LONG HILL ESTATES CONDO ASSOCIATION
BOARD MEETING**

April 13, 2011

Unit #11

- A. Call to Order
- B. Secretary's Minutes
- C. Treasurer's Report
- D. Old Business

Doug Payne's contract signed and he has begun work

John Norton's employment has been terminated

He did not accept 50% of last bill as PIF, but will reconsider charges

JW's contract will be ready next week

- E. New Business

Annual Meeting will be held June 1, 2011 at 7 pm

Midge will ask Brenda Salmonson to record minutes

Deb Claffey and Sara Cox

Discussion about condition of crabapple trees

Discussion of resident email received

Suggestion by residents to remove pine trees shading garden

Email from garden committee spokesperson re this project

New Board member suggestions

Preliminary budget work

Any further new business

- F. Adjournment

Blue Skies Roofing & General Contracting

Invoice

John Norton
91 Kimball Rd.
Hancock, NH 03449

Date	Invoice #
3/2/2011	785

Bill To
Long Hill Estates Association PO Box 415 Peterborough, NH 03458

Description	Qty	Rate	Terms
			Due on receipt
1-17-11 work order #0191 Remove snow and ice off back corner of # 32		✓ 80.00	80.00
1-27-11 call in Remove snow and ice from back of #32		✓ 80.00	80.00
1-28-11 call in Remove dryer lint from vent pipe on roof #36, #35, #34		80.00	80.00
1-30-11 call in Replace street light bulbs materials		✓ 80.00	80.00
2-1-11 Remove snow and ice by skylight next to back slider #10		✓ 10.00	10.00
2-3-11 Remove snow and ice on sun room roof and abutting roof #24		✓ 80.00	80.00
1-14-11 Remove snow from sunroom roofs		600.00	600.00
2-7-11 Remove snow from sunroom roofs		360.00	360.00
2-5-11 Remove and haul away snow front of #18		450.00	450.00
2-7-11 Remove and haul away snow #1-4		700.00	700.00
2-8-11 Remove and haul away snow #9-12		250.00	250.00
2-9-11 Remove and haul away snow #16-20 credit for retainer fees		1,900.00 -400.00	1,900.00 -400.00

Thank you for your business.	Total \$4,350.00
	Payments/Credits \$0.00
	Balance Due \$4,350.00

Phone #	Fax #	E-mail
(603) 525-4777	(603) 525-9990	JPN3@myfairpoint.net

Long Hill Est Condo Assoc
April 2011 Cash Flow by Bank/Investment Account

Total Cash on Deposit as of April 1...	\$65,820.96
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Starting Cash in Ocean Nat'l Checking	\$22,088.24
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
04/13	11427-PSNH		81.87	11427	\$22,006.37
04/13	11428-Monadnock Disposal		295.00	11428	\$21,711.37
04/13	11429-Dub's Shrubs Lands		805.00	11429	\$20,906.37
04/13	11430-Rainmaker Irrigati		700.00	11430	\$20,206.37
04/13	Owner checks, batch 4472	7360.00		DP	\$27,566.37

Ending Cash in Ocean Nat'l Checking	\$27,566.37
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Starting Cash in Cap Replacement Savings	\$30,501.78
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
04/13	monthly interest	2.77		othDP	\$30,504.55

Ending Cash in Cap Replacement Savings	\$30,504.55
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Starting Cash in Working Cap Savings	\$13,230.94
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
04/13	monthly interest	1.13		othDP	\$13,232.07

Ending Cash in Working Cap Savings	\$13,232.07
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Starting Cash in Petty Cash	\$0.00
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
	Ending Cash in Petty Cash				\$0.00

Total Cash on Deposit as of April 30...	\$71,302.99
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John Norton Bill dated March 2, 2011, Inv. #785
Presentation of bill to LHE Board for discussion on
March 30, 2011

- ❖ Breakdown of bill needed re man hours/unit and hourly rate for workers
- ❖ Work was not done as instructed by Board and questioned by designees who were overseeing the project
- ❖ John not on premises to supervise work done – “too busy right now to come”
- ❖ According to workers, they were hired off the street with no specific instructions
- ❖ Property/shrubbery damage will need to be assessed due to snow thrown off roof
- ❖ Amount of bill was outrageous and our lawyer may need to be involved
- ❖ Hopefully we can come to an agreeable settlement before legal advice is required as that will cause additional expense for the Association.

**Discussion with John Norton
April 1, 2011
To end employment of service**

A Change in Maintenance Services Contractor is necessary

You have been paid \$360 monthly for Property Manager Services which have not been performed by you

According to previous contract payment for maintenance services was \$25 per hour but your charge has been \$40 per hour

Given the demographics of our residents, immediate attention to certain requests was imperative, but there was a lack of responsibility on your part to do this

Several residents have expressed lack of confidence in your abilities to repair things permanently which has cost the Association a great deal of money as they had to be redone at additional cost

A major issue is your billing system which you have been told on numerous occasions **must** be done monthly, has **not** been done. In January of 2011, we received bills from May 2010 – December 2010. You were asked many times to forward the bills to us, but we did not receive them. LHE cannot maintain its records properly without monthly billing practices.

Thank you for what you have done for the Association and we wish you good luck in your future endeavors