

WORK SESSION RECORD
JUNE 11,2003...19 LONG HILL ESTATES

PRESENT were Bill Waters, President; Rob Trowbridge, Director/Treasurer; Jane Morrissey, Director/Clerk; Ed Hampson, and Paul Seguin, Maintenance Manager.

Ed Hampson reported on the progress of The Reserve Analysis and presented the Board with a model (in print and on disc) provided by Tom Forman. Following the explanation and display, the print copy was given to Rob for the purpose of further financial analysis. The study is not quite complete because Ed is waiting for some additional calculations and figures that are still being developed. Hopefully, it will be ready for the Budget Hearing.

Ed also presented some ideas re: management tools and options which he feels will result in a more efficiently run organization. More discussion and possible action will take place at a later date.

Some research has been done re: Propane Gas Inspection procedures by Jane and Ed. Following presentation of the information received thus far, the recommendation was made that a letter be sent to Rymes requesting annual inspections of their equipment on our property in accordance with the standards set forth by the National Propane Gas Association. Rob will contact Rymes.

Bill reported on the progress of roof repairs. Extensive building damage has been found at Unit 1. John is now working on that and on Unit 11's sunroom. Units 4 and 10-11 (front) has been completed. Bill is in contact with Tony's insurance company re: Unit #4.

The priority list of roof repairs was adjusted based on Paul's findings of 2 units that have active leaks which were thought to be presently inactive. He recommends that John Norton replace the rotten boards above the dormers of Units 6 and 7 prior to painting, rather than having the painter do it, just in case any further repairs might be needed. Units 35 and 36 were moved up on the list. Jane will notify affected unit owners.

A discussion re: mowing of the area between the berms behind buildings 1,3,5, and 7 out to and around the tennis courts, clearing of a path to the court, possible shutdown of the court, and defining an area with stakes between the berm behind building 8 and approximately 15 feet beyond the back of buildings 2,4, and 6, behind the gas tanks to the woods, which would be mowed with the same frequency as the area behind the buildings 1,3 and 5 berms. Right now the "field" is supposed to be mowed monthly, or "as needed". There is a proposal to mow it once a season. No decision has been made. Bill requested and was given the go ahead to appoint a committee to establish specifications for the placement of plantings. A brief discussion followed re: the necessity of getting site plans that tell us where and how deep the gas lines, water and sewer lines, and irrigation, electrical, and cable lines are placed. That committee would make recommendations to the Board for any action. The idea that fairness to all is essential in any policy decision was brought forward.