

LONG HILL OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 11 1995 16.00 hours

PRESENT: Lee Bruder
Tom Forman
Richard White

The following items were discussed:

1. "Rules we live by":

Lee Bruder had produced a sampler of the booklet. We agreed that it was an excellent start and Tom Forman undertook to get prices for 40 copies and larger quantities from Savron Graphics in Jaffrey with and without color for the cover page.

2. Banks:

A "Uniform Project Questionnaire" issued by the Community Associations Institute, was discussed in detail. The particular questionnaire was issued on behalf of Jan Farrington, a party who is in process of buying unit # 27. The intent of the document is to make standardized and detailed information available to lenders (banks) as a resource in the process of issuing mortgages to people who buy condominiums. Jack Burwick of the Peterson Agency in Peterborough gave the document to Lee Bruder for review. This review took place and minor errors were discovered and noted.

3. Woodmaster and Sales & Rentals:

The board had been informed by Jack Burwick that unit # 27 is in the process of being sold, he also indicated to Tom Forman that the model is pending the sale of the prospects home, as is unit # 28. None of this information appears to be firm at this point. It was decided to stay in touch with Jack. (TF was told on 5/12/95 by Glen Cean that closing on # 27 is taking place on May 1st.)

Jack Burwick also told Tom that "Glen had rented unit #26". (This was confirmed to Tom today - after our meeting - as "being rented"). This brings up the fact that Woodmaster had promised to give the board the lease of unit # 23 to review which he has not done to date.

Items to discuss with Mr. Don Lagerquist were then discussed and it was decided that Tom Forman would draft a letter to Don stating the following items:

a. Acceptance of buildings.

In accordance with the by laws the Association plays a part in this process which has never been realized. This should be instituted as standard procedure so that the Association does not have to accept sub standard items or workmanship.

b. Leases of leased units

We have not been getting these to review before the tenant moves in. At this time # 23 has been leased and the tenants have been living there for some time - we have not seen the lease inspite promises from Don Lagerquist. # 26 has just been leased and there is evidence that people are moving in - no sign of a lease. (Note: the writer has looked in the condo documents without finding anything pertaining to this and concludes that Woodmaster is not legally obliged to show us leases, please lets discuss this!!)

c. Street lights on building 7

These are in poor condition before the building has even been declared.

d. Field between tennis court and buildings

Don Lagerquist has promised to inspect the large stones left there after grading and seeding. He has stated that Woodmaster will have these removed. This, we decided should be done before May 15.

e. Road at foot of hill

This is a bad drainage problem which Woodmaster should fix and which may involve the town of Peterborough. It is not an Association issue and Woodmaster so far has refused responsibility.

f. Phasing of building

The Association does not have an up to date map of this and it is confusingly indicated in the "Uniform Project Questionnaire". It appears reasonable that we are brought up to date and are given such a map, showing the correct sequence of the phases already constructed and the same for the completion of the entire condominium in currently valid form. We also felt

that Woodmaster should see to it that we are kept informed as to the status of sales and building plans.

g. Heating system pilot light installation

Woodmaster to be informed that this option is deemed important to the Association due to fire danger with the presently installed electric ignition system. We need to discuss if this should be an option to be given to prospects, along with all the other optional features (such as micro wave etc.) or whether it should not be reasonable to adopt this feature as standard from now on, bearing in mind that the installation price includes scrapping of the existing ignition system and burners.

4. Maintenance, repair and snow removal of sunroom options:

We had a lengthy discussion of this issue. The directors had undertaken to act on this at the annual meeting. It is not fair for owners of units without the additional "sunroom" to pay for any expenses incurred by the Association in the maintenance, repair or snow removal of such units. It was decided to add \$10.- to the assessment of units with this feature, this addition to the condo fee of such owners to be reviewed by the next annual meeting and revised either by increases or reimbursements to the owners affected. Tom Forman was asked to study the subject and find out whether the repairs needed by units without this feature are indeed smaller than those of units with the sunroom. The \$10.- selective increase to go into effect by June 1st 1995.

The meeting adjourned at 18.00 hours and the next meeting was set for June 20 1995 at 16.30 PM.

Respectfully submitted

Tom Forman acting secretary.