

**LONG HILL ESTATES AT PETERBOROUGH, A CONDOMINIUM  
BOARD MEETING MINUTES  
FEBRUARY 11,2005 (POSTPONED FROM FEB.10 DUE TO WEATHER)**

Present were Jane Morrissey, President; George Austermann, Director/Treasurer; Bob Price, Director; Lynn Campbell, Clerk; Lesley Loke, Financial Administrator; Liam Kelly, Board Consultant; Paul Seguin, Maintenance Manager and Chris Kellogg(for portion of meeting during which gas fireplace request was discussed)

The meeting was called to order at 11:05 am.

MOTION by Jane Morrissey, Second by George Austermann: That the minutes of the Nov. 29,2004 meeting and Executive Session be accepted as submitted. PASSED: 2 in favor, 1 abstention

MOTION by Jane Morrissey, Second by George Austermann: That the minutes of the meetings of December 18 and Dec 22, 2004 be accepted as submitted: PASSED: 2 in favor, 1 abstention.

MOTION: by Jane Morrissey, Second by Bob Price: To approve the installation of a gas fireplace as requested by the Unit Owner of #21 subject to an agreement between the Association and the owner. PASSED: All in favor

MOTION by Bob Price, Second by George Austermann: To approve the transfer of \$1444.92 from the Working Capital Savings Account to the Working Checking Account for purposes of reimbursing George Austermann the sum of \$ 1114.98 for his purchase of the Association's Toshiba Laptop Computer and the sum of \$329.94 as reimbursement to Lesley Loke for the purchase of Microsoft Office Software installed on the Toshiba Laptop Computer.PASSED: All in favor

At the request of Marilyn Britton,Unit Owner #16, her memo to the Board dated January 31,2005, was read into the minutes of the meeting. (Memo attached)

Also read into these minutes is the memo posted at the mail kiosk re:this meeting.

The meeting adjourned at 1:55 pm.

Respectfully submitted,

Lynn Campbell, Clerk

**MEMO**

**TO:** Board of Directors of Long Hill Est. Condo Association  
**FR:** Marilyn Britton – owner of #16  
**DA:** January 31, 2005  
**RE:** February 10, 2005 Board Meeting

Please read this memo into the minutes of said meeting.

It is unacceptable that owners cannot attend a board meeting of this association because “there is no room”. That was the reason I was given by the President today when I inquired about any upcoming board meeting. And this after the host of said meeting had just told me he “did not know about the meeting”.

The right to know is being violated when no agenda is posted for a board meeting, the owners cannot attend, and the minutes taken are extremely limited so one does not have the benefit of board member comments.

While President of this board many meetings were held in my home, an agenda always posted, extended minutes taken, and all owners invited. Openness about any and all issues was the practice. Why are so many things being done without owner’s knowledge?

Long Hill Est Condo Assoc Transfer Record

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Dated: 01/28/2005

Amount: \$1,444.92

From Bank: 10400S - Working Cap Savings

To Bank: 10000C - Ocean Nat'l Checking  
To Fund: 25010 - Working Cap Ckg Fund

Electronic Transfer: Yes

- Reimbursement to George Austermann for Toshiba laptop computer – Total of \$1,314.98 less \$200.00 in rebates = \$1,114.98. Paid check # 10639 of 1/27/05
- Reimbursement to Lesley Loke for Microsoft Office software installed on Toshiba laptop computer. Total of \$329.94. Paid check #10640 of 1/27/05

Maintenance report 2/8/2005

List of maintenance items on the hot list

Priority	Category	Description
High	Roofing	<ul style="list-style-type: none"> <li>- Building 6 in poor condition dozens of breaks (down to the wood) were sealed early in November</li> <li>- Building 7 in poor condition dozens of breaks (down to the wood) were sealed early in November</li> <li>- Building 4 &amp; 5 is only half done</li> </ul>
High	Lighting <i>Fix 6 &amp; 7 about 1 liter \$60 - \$400</i>	<ul style="list-style-type: none"> <li>- Second bank of streetlight are intermittent with some of the lights sometime working. Further investigation is needed after the snow melts. The only two things that can be done now are to replace the sensor followed by replacing a couple of lamps.</li> </ul>
Low	Irrigation	One sprinkler head needs to be moved and replaced near unit 12 garages. At the present time it is sealed closed. It was sealed to cut a drainage path to prevent water from flowing into the garage.
Medium	Painting	<p>Quotes for building 8 &amp; 9</p> <ul style="list-style-type: none"> <li>- DuFresne - power wash and paint \$13,000</li> <li>- Schellinger - power wash and paint \$19,500</li> <li>- Cooke - waiting for quote.</li> <li>- Additional quotes needed based above quotes.</li> </ul>
Medium	Leaks	<ul style="list-style-type: none"> <li>- Unit 26 sunroom leak – contacted John Norton to look into why skylight caused tenting under the rubber roof.</li> <li>- Unit 26 front dormer Ice dam - only two units had ice damming 26 and 17. Unit 17's dam was cause by water generated by heat wires (no leaks) unknown why ice dams built up on unit 26</li> </ul>
Low	Cracks in tar <i>\$350</i>	Several building between 1 and 7 have a ½ inch crack between the tarred driveway and the cement garage slab.
Medium	Building repairs <i>\$600 - \$800</i>	<ul style="list-style-type: none"> <li>- Unit 9, rotted /broken support for sunroom slider.</li> <li>- Building 8 &amp; 9 preparation prior to paint.</li> </ul>
Medium	Gutters <i>\$400</i>	<ul style="list-style-type: none"> <li>- Mold or mildew buildup on gutters of most building needs cleaning.</li> </ul>

Attach to minutes

## SPECIAL NOTICE RE: BOARD MEETING

As you know, the Board usually opens regular meetings to unit owners and residents. However, it is impossible to do so for the Feb. 10<sup>th</sup> meeting. Due to medical issues, we are holding this session among assorted rehab paraphernalia, including walkers, crutches, an extended recliner and a rather large office chair. Additionally, because of the transition to a somewhat revised self-management model, we have 8 people who must attend. There just isn't any room!

Should you have any questions or concerns about any of the items on the agenda, please drop a note in the Association box and we will respond appropriately. As is the usual procedure, minutes will be posted and again, if there are any questions, please contact us with a note.

We thank you in advance for your understanding.

*Jane, George and Bob*