

**REGULAR BOARD MEETING MINUTES**  
**Long Hill Estates at Peterborough**  
**November 14,2002**  
**Unit #19**

The meeting was called to order by President,Bill Waters at 3:15pm. Present were Tom Forman,Director; Rob Trowbridge, Director and Treasurer; Jane Morrissey, Clerk, and 6 unit owners.

A motion was made by Tom Forman, second by Rob Trowbridge: That the minutes of the October 14,2002 Board Meeting be accepted as amended. Passed: All in favor

A motion was made by Tom Forman, second by Bill Waters: That the minutes of the October 14,2002 Executive Session be accepted as written. Passed: All in favor

A motion was made by Tom Forman, second by Bill Waters: That the minutes of the Special Board Meeting of October 27,2002 be accepted as written. Passed: All in favor

The President's Report spoke to the good working relationship among Board members, easing the load on the 3 directors by the help received from the 2 non-voting appointees,communicating and keeping residents informed. The dog situation in one unit has been resolved and the other unit owner has been contacted. Plowing was reviewed. The Board has employed PRS Services to do general maintenance tasks and is very pleased with his performance. Attached and submitted for the record is the bill for gutter cleaning which references the amount of roofing debris removed from certain buildings and a recommendation for Building #9. There is a need to investigate the reporting of improvements by unit owners for insurance coverage under the master policy. Status of the Nichols and Britton cases were reviewed.

Report accepted by Consensus

The Treasurer's Report spoke to the Association's healthy financial condition, Beth San Martino's acceptance of the Assistant Treasurer's position and the newly adopted procedure for payment of bills.( Financial statements placed in Finance Book.) A motion was made by Tom Forman, second by Bill Waters: That the Treasurer's report be accepted as submitted.

A motion was made by Rob Trowbridge, second by Bill Waters: That an amount not to exceed \$100 be spent on reference books for condominiums. Passed: All in favor

A motion was made by Rob Trowbridge, second by Tom Forman: That a copier cartridge be purchased for \$125: Passed: All in favor

Passed by consensus: A decision to table until the next regular meeting,changes to "The Recommendations for Owners When Selling a Unit"

Drainage solutions behind Building #9 are being addressed. There is some question as to the reliability of the site plan .

Rob Trowbridge will contact Rymes re: problems encountered by owners in securing inspection reports and information re: maintenance procedures for the tanks, underground lines , meters, piping,etc.

The meeting was adjourned at 4:40pm.

Respectfully submitted,  
Jane Morrissey,Clerk

PRS Services  
170 Hunt Road  
Peterborough NH 03458  
603-924-6219

# Invoice

DATE	INVOICE #
11/4/02	101

BILL TO	SHIP TO
Long Hill Estates William Waters Long Hill Road Peterborough	

P.O. NUMBER

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
unit 1-4	gutter clean out	1.5	20.00	30.00
Unit 5-8	gutter clean out	1.2	20.00	24.00
unit 9-12	gutter clean out	0.8	20.00	16.00
unit 13-16	gutter clean out	0.4	20.00	8.00
unit 17-20	gutter clean out	0.4	20.00	8.00
unit 21-24	gutter clean out	0.4	20.00	8.00
unit 25-28	gutter clean out	0.6	20.00	12.00
unit 29-32	gutter clean out	0.4	20.00	8.00
unit 33-36	gutter cleanout	0.9	20.00	18.00

Copy  
for Pres. report Dec meeting



Units 1-4 and Units 5-8 each had in excess of 150 pounds of roofing trash in the gutters. Units 33-36 down shoots were clogged with pine needles and should be checked regularly.

**Total** 132.00