

# LONG HILL ESTATES CONDOMINIUM ASSOCIATION

Minutes of April 9th. 2000

Annual Meeting (*ammended 5/9/00*)

## Roll Call:

### Absent:

#3 Peter Medico, #4 Edward Chor Hong Lee, #9 & 12 Betty Greene,  
#14 Glen and Amy Myhaver, #24 Lyn Campbell, #28 Mary Mc. Dowel,  
#32 Ray & Alice Goodyear, #34 Alexis Muskie, #36 Berton & Annie George

### Present by validated Proxy or authorized representative (indicated with\*):

#2 John & Bev. Hoover, #7 Eleanor Webber, #8 Evelyn Morrison,  
#15 C.R. Trowbridge, #17 NHBB\*, #18 Jonathan Hampson\*, #19 Sang Woo &  
Yeong & Soon Yi, #20 Mary Lou Miley, #22 Maureen Humphrey, #27 John  
& Lucille Spooner, #29 George and Betty Austermann, #31 Till - NH\*

### Present:

#1 Bethann San Martino, #5 Snadhya Kale, #6 Carol Reid, #10 Jane  
Morrisey, #11 Midge Gibbons, #13 Whalen Dunn, #16 Carl & Marilyn Brit-  
ton, #21 Tom & Monica Forman, #23 Richard White, #25 Helen Liscord,  
#26 Roger & Ilene Sirois, #30 Fran Huntley, #35 Carolyn LaBossiere,

## Validation of Proof of Meeting and Quorum:

The Clerk certified that the meeting had been called in accordance with  
the bylaws and that a quorum was present.

## Minutes synopsis of last Annual Meeting

The Clerk read a brief synopsis of last years annual meeting. The most im-  
portant event was the pull out of the declarant and the work associated  
with insuring that both the town and the association were satisfied that  
this was properly completed.

## Call to Order and Welcoming remarks:

The meeting was called to order at 2:15 P.M. by Marilyn Britton. Marilyn  
briefly outlined the format of the meeting and its main purpose of electing  
one director and reporting the events of the 99 - 200 fiscal year. She asked  
for questions to be held until that part of the agenda had been reached.  
Marilyn also briefly highlighted the board of directors principal concerns  
of the moment and encouraged a lively discussion. She asked the clerk to  
note the points discussed for earnest consideration of the board of direc-  
tors.

## Reports:

### Minutes of last Annual Meeting:

The clerk read the minutes of the July 12 . 99. Annual meeting.

### Report of Jonathan Hampson - President from Jan 99 to Sept. 99:

In the absence of Jonathan, Mrs. Anne Hampson, his mother and also  
his authorized representative at the meeting, read his report.

Report of Marilyn Britton - President Oct. 99 to April 2000

Marilyn read her report for this period. She stressed the need for all inhabitants to work together and help the board of directors to get over the transition from being a managed community to self management. She described the highlights of the new arrangements. Report very well received.

Treasurer's Report:

In the absence of treasurer C. Robertson Trowbridge, the clerk, Tom Forman, read this report which showed that the board of directors and the new accountant have the difficult transition well in hand,

Clerk's Report:

Tom read the report of the clerk since October 99. He highlighted the importance of the difference between directors and officers. The former are voted into office by the owners, whilst the latter are appointed by the board of directors. Since neither the clerk nor the treasurer need to be members of the board of directors it is of importance to have at least one of these jobs filled by other owners.

Chairperson of Landscape Committee Report:

Fran Huntley, reported on the activities of this committee. It was formed in October 99 and has mapped the plantings around the condominium units. Fran and her committee will work hard with the landscaping contractor and surveying the site. They had pinpointed numerous areas where plants should be moved, removed or added and are now in the process of working with the board of directors to determine what of this could be done within a reasonable cost.

Chairperson of Play Area Committee:

Glen Myhaver was detained by an emergency and will submit his report on the work of the play area committee to the board of directors as soon as he can. Whalen Dunn volunteered to help with the work of Glen's committee.

All reports are available in the association's files.

Election to Board of Directors (one position):

Tom Forman moved that Marilyn Britton be elected for a full term as director of the Long Hill Condominium Association. The motion was seconded. There was a unanimous vote in the affirmative. Motion passed.

Marilyn gave a brief acceptance speech and pointed out that her acceptance is conditional on her review of the situation after one year. She will then decide whether or not to continue or resign, depending on the support she gets from the owners of the condominium, beyond the involvement of the directors and officers of the condominium. Her speech received its deserved acclaim.

## General Questions and Discussions:

The following discussions followed:

### 1.) Insurance impact of a play area:

There exists the potential of increased liability insurance costs if we establish such an area. The play area committee will look into this.

### 2.) Special assessments for repainting the buildings:

Q: We just had to start paying the second such assessment, will this become a routine. Such costs are starting to be a great burden to many?

A: The board of directors is planning one more painting special assessment and plans then to put regular painting maintenance into the general budget.

### 3.) Maintenance of the floor of the entrance porches:

Q: The wood of these floors needs coating with a weather proofing material. Is this the responsibility of the unit owner?

A: Since this is limited common area the answer to this is yes. The board of directors noted the question and will find the right material to be used for coating the wooden surface of the entrance floors, as well as obtain information as to contractors available to do this job if the owner is unable to do it him or herself.

Marilyn also pointed out that according to our bylaws the pavement of the area in front of our units from the common road to the entrances must be kept free of ice, snow and water by the unit owner. The association has paid for the plowing and sanding of this area by our contractor when the road is being plowed and sanded and will continue this, however it is the owners responsibility to keep his or her approach to the garage and parking space clear and passable by pedestrians. There is a liability insurance potential and legal potential involved. The board will post notices on the bulletin board and in the rule book to remind us.

### 4. Capital Reserve:

Q: Could you clarify the use of our capital reserves and has the increase in our condo fee been adequate to cover the roof problems.

A: The capital reserve is defined under Article V 1(d) of the bylaws. The reserve exists to fund replacements in the common area. Our present interpretation is that this is the fund for such major items as the roof replacements but not for painting the exterior of the buildings.

### 5. Emergency situations:

Q: What do I do if I have an emergency, such as a sprinkler spraying into my windows or other items, if I cannot contact a member of the board of directors?

A: Emergency numbers will be made available.

### 6. Mailbox for Suggestions:

Q: Could we have a mailbox for suggestions etc. at the mail house

A: The board of directors will consider this.

7. Brown stains on laundry and items treated in some peoples dishwashers:

Several owners complained of this phenomenon. After discussion it was found that there must be an interaction between certain agents for washing clothes and dishes in the Peterborough water. People who experienced this should contact the Town of Peterborough.

8. Sump pump location

Some owners complained that the sump pump in their crawl space fails to properly keep the space dry. There was a discussion of whether this is the responsibility of the owner or the association to correct. Marilyn promised that the board will take this item up as soon as the rather full schedule of the moment permits and then we shall ask our new consultant for an interpretation of the bylaws.

9. Use of middle and high school youngsters to help as community work:

This was mentioned and Caroline LaBossiere will look into it.

10. Installation of Retractable Awnings:

Jane Morrissey had asked the board of directors for permission to install such an awning over limited common area behind her unit. The request had been refused and her question is whether this could be reconsidered after establishing standards for such installations.

Marilyn promised to put this question on the agenda if there is more interest.

Concluding Remarks by President:

Marilyn Britton, president, praised owners for the improvements of the area around the dumpster and for the increase in cooperation. She reminded us, however, that the regulations regarding keeping the common area clean were ignored by some owners and that she plans to arrange for a clean up party to which all dog owners will be invited to help pick up the feces that were not picked up. She reminded us that, apart from the fact that our bylaws and our Rules to Live By clearly state that we need to pick up after our animals and that they should be leashed, this is being totally ignored by some dog owners. Other provisions regarding keeping Common Area tidy are also being ignored. Our landscape contractors personnel should not be expected to step into dog feces and their machines could be damaged by neglected golf balls as well as causing problems when these are being ejected and torn up by the whirling blades of mowers. We enjoy the conveniences of condo living. This also obligates us to follow its rules. Marilyn thanked us for broadcasting this information to those not present.

Adjournment:

The meeting was adjourned at 4:07 PM.

Respectfully submitted

T. H. Forman  
Tom Forman, Clerk