

Longhill Estates Condominium Association
Board of Directors Meeting
MON,Oct.16 th,2000

Call to Order: The meeting was called to order by MB at 2:10pm.
Present: Rob Trowbridge, Marilyn Britton, Tom Forman.
Guest: none
Minutes: Sandhy Kale,clerk

Review of previous minutes:

09/18/2000: Reviewed & Approved as written with
amendments.Amendments to be done by sandhy kale

Old Business:-

- Review of President's report-Issues discussed -
 - i]Cardiff and court case
 - ii] Sewer project (President had further contact re. possible reimbursement from Woodmaster's liability ins.co.-outcome awaiting.)
 - iii]Update on contractor's work for roof replacement.,concrete patio blocks purchase(Attachment)
 - iv]Update on Landscaper's extra work.-Discussed three possible areas of work .a) Brushhogging,cutting down the vegetations and sapling clearing of loam pile field area .- -BOD agreed for authorization for \$250.
 - b)Gulch area ,behind bldg #7.-BOD authorized \$100/-
 - c)Weeds and saplings along the uphill roadside on both sides BOD plans to meet with Keith re.this additional work.[possibly Mon. or Tues. next week]
 - vii]Anrik contract.(Agreement attached)
 - viii] Reflector at bottom of the Hill was replaced by state agency
 - ix]A street light at the bottom of the Hill[Rob. Trowbridge's letter to Town Administrator.-Attachment]
 - x]Bills from chemLawn-soil samples,lime application,fertilization.-to treasurer[Attachment]
- From 09/18/2000 meeting-
- SB-105-Postponed to next meeting
- Ms Jane Morrissey's letter- There will be no response at this time.
- Electrical Dryer vent maintainance-Tom forman's concerns. whether to write a general letter to unit owners.-No action by Board at this time.
- Bylaw index and Rules We Live By Update Tom Forman requested executive session[Attachment-Tom F.'s 'Agenda items for BOD']...and
 - Tom forman's new versionHandbook for Residents of LHE'
 - BOD formally adopted a resolution that the effective date of Rules will be the day ,that is 30 days after the date of approval by the Board.

- the 'satelite dish instillation', 'generator installment',and 'Pet Policy' regulation already in effect.
- Official notification of BOD rule will be mailed to unit owners along with their monthly invoices

New Business

- Treasurer's Report-Reviewed and Accepted.
Accountant has prepared IRS tax returns for Jun.97 thru'' Jun.99.
Rob Trowbridge authorized to sign' the returns'[Attachment]
- Working meeting for Budgets2001 will be scheduled on 26th of Oct,00.
- Tool shed and other items- tabled for the meeting with Keith next week.
- Unit#22 Owner has been warned in past regarding damage to the driveway because of the leak from car.BOD will consult Matthewson re this damage to the driveway.
Discussion about the working expenses-BOD expressed its intentions to reimburse the checking account for the miscellaneous items ,items for the 'good' of the whole Association and suggested that every six months or so a transfer be made from 'Working Capital Reserve Fund' to checking account.

Other Business

Tom Forman presented old records (95-96) he found and turned them over to Association.

Meeting adjourned at 4:15pm

Next meeting on Mon. Nov.20th 2000
and Dec. meeting on Mon. the 18th,2000.

**President's report
Prepared for 10-16-00 LHE Board of Directors Meeting**

Cardiff Issues:

Our Records – Cardiff brought 9/25 to Pres. @ #16 following judge's clarification of his order...
16 days following the court order time limit. List of items attached...
Pres. noted 3 omissions...IRS filings, Audits, Sewer File with Polaroid pictures.
T.Forman and Pres. reviewed and reordered financial file before giving to our accountant.
Statements made by Cal during this time saying our attorney had said:
“they didn't have to do our IRS work, so she'd taken it out of her system”
“they should charge for extra work we caused”, etc.
President called Counsel - He could not attend court but, said he'd write a letter re: IRS issue refuting Cal's statements.
Accountant feels he's able to reconstruct information from the financial files and gave us a fee for IRS filing for 7/97-present for court presentation - \$850
Pres. rec'd copy of court order Sun, 10-1 telling us to bring Cardiff copies of our documents.
Complied late afternoon on Mon, 10-2. Asked about Polaroid pictures...they denied.
Court case decision – continued to Thurs., Nov 16 @ 1:00 with same judge.
Board to meet to prepare a list of rebuttal statements for 10-3-00 Cardiff testimony.

Sewer Project for possible reimbursement from Woodmaster's liability Insurance, General Ins. of PA.
No response to two letters...called local Agent in Manchester...they thought they'd had a call from General Ins re: my letters...suggested calling NH Ins. Dept.
Called NH Ins. Dept. for Consumer Affairs...spoke to Jack Casey 9-22-00...at his suggestions:
Sent another letter to General Ins. naming specific violations RSA 417 and Ins. reg. 1000.
He sent us an application form to use for their help.
Completed this form and sent him copies of all materials I had sent General Ins.

Association's Insurance Policy Update:

Rob Trowbridge had asked our agent for an upgrade cost. At \$3,297,000 each unit only has replacement value of \$91,000. Pres. called on 9-25 for Binder on upgraded figure of \$4,500,000 giving each unit \$125,000 replacement value. - \$679 fee will be prorated.

Update on Contractor's work

Study of three different plans for roof replacement showed approx. \$4,000 saving over 2 years, if materials purchased now for next two roofs.
Tom Forman and Pres. released \$13,800 to Contractor for materials for two roofs now.
This also locks in \$20,000 contract price per roof...\$13,100 labor, 6,900 materials
Purchasing 15 concrete patio blocks 12x12 to use for gutter splash boards...only 6 from Agway.

Update on Landscaper's extras:

Tennis court plastic removal completion to be done by Keith, according to Tom Forman.
Have asked Tom to ask Keith to cut tall grasses (@ extra price) on property ie: around #28, etc. when they do hill.
Landscaping running average of \$1780 per month.
Budget figure estimate for a winter month could easily be \$2500: @ \$1000+ per 6" storm.

Reported missing chain at top of hill including "emergency vehicle only" sign on 9/24/00 to police.
Alerted to bear found...appears to be connected...Asked for police surveillance more often.
Purchased new chain - \$34.26 – installed and used sign from lower chain

Pg 2 for 10-16 president report:

**Asked for Anrik contract from proposal (start-up, 1 mid summer visit, shut-down)
\$1235 plus repairs...received a letter from Anrik to this effect dated 10-2-00.**

Amendments:

Tool for punching and inserting paper into our current by-law books over \$100...don't anticipate much need after putting in these last amendments so used Copies&More:
cost of \$27 for 4 new books & punching last two amendments for all 36 books.
Suggesting all owners come to me for pages and go to Copies&More for insert @ \$2.00 fee.

10-4-00: Rec'd call from realtor for unit #3 buyer...older people (not handicapped) wanted to install a rail at front step...called consultant...board is authorized to make these decisions without any further steps (no pun intended)...called other board members...we OK'd with following stipulations:

In good taste, firmly anchored, not on tar, removable if next owners wished, owners bear all costs.
Drafted letter to this effect to realtor after calling her with our decision.

10-6 called 899-5537, Hwy. Dep't in Rindge to get our reflector replaced at foot of hill...Bob Carson, director of Rt 202 construction project due to replace all things they took down...BUT, if they don't, call Rindge back and they will.

Also asked them whom to call about a street light on Rt 202 at the foot of our hill. They said to call Swanzey, 352-2302. Spoke to Mike Pillsbury, assistant to the District Engineer, Center Sanders. He said to write a letter with all the information we could about why it is needed, and send it to Mr. Sanders. Comments from local police, selectmen, other town officials etc. would be very helpful to include in this letter as most first requests are denied. Suggesting Rob speak to them before we write this letter.

Asked TruGreen-ChemLawn to do soil samples (no cost) re: alkaline or acidity...Mark will let us know when they get results...he said it would be good to have a base line figure for future recommendations. On 10-6 they completed last fertilization of this year @\$413 and also did a lime application for \$473. Total monies spent or allocated to them this year by my calculations are \$3310.

**Marilyn A. Britton
President**