

**LONG HILL ESTATES at PETERBOROUGH, A CONDOMINIUM
ANNUAL MEETING MINUTES
MAY 26, 2010**

**MONADNOCK CONGREGATIONAL CHURCH
WILTON ROAD, PETERBOROUGH, NH**

The meeting was called to order at 7:05 p.m. by Nancy Clarke, president. A quorum was met with 19 units represented by 17 owners present and 2 proxies.

The president introduced directors John Dolan, Glen Swanson, treasurer Julie Clattenburg, clerk Midge Gibbons, and clerk pro-tem Brenda Salmonson.

LAST YEAR'S MINUTES:

Motion was made to accept the May 27, 2009 minutes of last year's annual meeting. Motion passed by unanimous vote.

PRESIDENT'S REPORT:

The president's report written by Nancy Clarke described many of the Board's activities for the past fiscal year as well as future plans. A copy of the president's report is attached hereto. Some of the members present initiated a discussion regarding ¶9 of the President's report. Details are outlined below.

1. In one unit the platform under the fireplace dried out, which caused the wood to combust. It appears that the fireplace was installed per the manufacturer's instructions. It was an original wood burning fireplace.
2. Some owners expressed a concern that owners with fireplaces have the platforms inspected annually via the crawl space. The owner would be responsible for the expense. If owners with fireplaces can hire an inspector, they might be able to negotiate a uniform and perhaps lower cost.
3. The fire department does not do inspections of this type.
4. New fireplaces should be installed on concrete slabs.
5. Owners should have their fireplaces cleaned annually.
6. Five members at the meeting have fireplaces.
7. The president assured that the committee will address this concern.
8. Marilyn Britton informed that there used to be an inspection requirement of owners, however, a previous board eliminated the requirement.

TREASURER'S REPORT:

An amended treasurer's report was given by Julie Clattenburg. Some discussions ensued regarding future expenses in relation to potential dues increases. The Board assured the unit members that the budget should be sufficient to keep the fees the same, either for the year or for part of the year. The budget will be reviewed again in June. Motion was made to accept the treasurer's report as presented. Motion passed by unanimous vote. Members brought up the following concerns.

1. George Austermann brought up that the By-laws state that we should hold our annual meeting after the end of the fiscal year.
2. A professional painter has been hired to prime and paint building #7 and two other buildings. Some rotting boards will be replaced. It will be an additional expense, however, the job itself should last longer. The board will be flexible in regards to expenditures to ensure that the painting will be completed and the funds will be available to pay for the work completed.
3. Glen Swanson stated that the board can ask for a special assessment if it has cause to do so. This can be a one time assessment, a two part payment, or whatever the board decided.

**RESOLUTION FOR DISPOSITION OF EXCESS REVENUE OVER EXPENSES
FOR FISCAL YEAR ENDING JUNE 30, 2010 (IRS Ruling 70-064 inc.):**

Motion was made by Ed Hampson that any excess of membership income over membership expenses for the year ending June 30, 2010, shall be applied against subsequent tax year member assessments as provided by IRS Revenue Ruling 70-064. Motion passed by unanimous vote.

COMMITTEE REPORTS

WELCOMING COMMITTEE:

Anne Thayer verbally reported on the Welcoming Committee. Diana Griffin offers a basket filled with "Peterborough" information to new owners, and offered our goodbyes to owners that had moved. The committee at this time and would welcome new members or ideas. Other items of interest included:

1. Last May we held a yard sale. Only seven or eight owners held sales. The committee is proposing holding a yard sale every other year instead of annually.
2. Ladies Luncheons are run by Ann Hampson (thank you!).
3. The Condo picnic was not well attended last year. Diana cannot chair this event this year. The board needs new volunteers and ideas, as Greg Lawn rented the tent and used his grill. Some owners expressed having the picnic at another time of year. The board will explore. Perhaps August would be preferable?
4. President Nancy Clarke encouraged owners to look at our bulletin board for new messages. If owners cannot physically go the kiosk, they are encouraged to receive messages either by e-mail or hard copy. Owners must let the board know if they would like to receive messages in this format.
5. A possible Christmas gathering was discussed. Perhaps a "movable party" would work?

GARDEN COMMITTEE:

A written report was given by Faith Hanson. A copy of the report is attached hereto. Faith added the following:

1. JW will mow around the sides of the garden to make it more easily accessible.
2. Thank you to Jeff Weiler for all of his extra work in the garden.
3. There was no surplus produce last year due to the weather conditions.

TREE COMMITTEE:

No report was given due the fact that the committee is not operating and that there are issues with the master plan.

ABUTMENT COMMITTEE:

Glen Swanson and Ed Hampson reported some activity on the three properties that abut.

Performance Health & Fitness - In 2008 they expressed a desire to put in a three story building. The Town of Peterborough has received no further plans.

MicroSpec Corp. - They need proper zoning to make a wider road in the back of the building and a ramp.

Gravel Pit - There was a 10 year slope easement in the 80's and 38 acres of conservation easements. Ed and Glen will research this further as it pertains to the Long Hill property lines.

Old Jaffrey Road - Our property actually extends all the way to Old Jaffrey Road. Perhaps we should explore constructing walking trails, viewing spots, benches and the like?

ELECTION OF BOARD MEMBERS:

Audrey Carvalho nominated Ann Thayer. Ann Thayer expressed a willingness to serve if there was a five member board. Ann Lammers nominated Sonya LeClair to serve a three year term. Sonya accepted. Motion was made by Ann Lammers to elect Sonya for a three year term. Motion passed by unanimous vote. A discussion was held in regards to a five member board.

1. Marilyn Britton stated that the work had already been completed regarding the legal research, and the document is "ready to go".
2. Some owners questioned as to if a position could be "shared".
3. Some owners questioned as to whether the secretary and treasurer could be board members, serving a dual role.
4. President Nancy Clarke pointed out that when the association was formed, there were only 12 units for the 3 board members to manage.
5. The board will take the above under advisement, and check the by-laws.

NEW BUSINESS:

- Discussion was held in regards to vinyl siding versus painting. The cost of vinyl would be quite substantial. There seems to be a great deal of products on the market. The board will need to research the products, installation, guarantee, value and quality, etc..
- Properly painting and priming should extend the life of the clapboards. If the work is properly done, we should be able to add at least two more years between paint jobs, with touch ups. Originally, some of the clapboards were nailed into the insulation, and primer wasn't applied.

- Buildings 8 & 9 are up for discussion. A vapor barrier needs to be installed, as the paint is buckling.
- Plank cement is also a possibility, but it still needs to be painted, and it is very costly.
- There was some discussion about the landscaping master plan for the whole complex. Deb Claffey is doing a good job, but she will need input from owners as to what shrubs, etc., they would like to keep, and she will have questions along the way. Deb is just doing maintenance currently. She thinks that the arborvitae that were just trimmed will fill in eventually. She would like to hold a meeting in the Fall. This is more of a beautification plan.
- The master plan does not include dealing with brush and the like. There was some discussion about the brush alongside of the road on the left past the kiosk. That area is town property, and it has not been cleaned up since the ice storm.
- Annagreta Swanson pointed out that there are azaleas in front of her condo that are turning brown.
- Marilyn Britton is working on the Owners Handbook. She will include the amendments as well.
- Sarah Cox has stated that it is ok to leave the perennials around the trees. Annuals, however, should not be planted around the trees because you can injure the tree.
- Marilyn Britton will put together a new list of owners and contact information. Only owners who want to be on the list should be included for the general public. The list of owners that the board has should include all. Owners can contact Marilyn if they want to be listed. She will need name(s), phone number and e-mail address.
- George Austermann brought up the non-conforming windows that some owners have had installed. Marilyn Britton informed all that she is currently working with her contractor to rectify.
- President Nancy Clarke inquired as to what the owners wanted in regards to “rules” and what kind of flexibility did they think that the board should have? The board has guidelines and they do their best that items of interest are corrected. Ultimately, however, the association has the responsibility. Ann Lammers that it is best in the long run to have rules that are adhered to.
- There has been issues with doors being replaced that are not “exactly the same” as the existing. The board maintains that they have to have flexibility in this regard.
- Glen Swanson stated that the new owners have to take the time to read the guidelines, as they must follow them because they are legally binding. Some new owners stated that some realtors have the new guidelines, but some do not.

MEETING ADJOURNED at 9:45 by unanimous vote.

Respectfully submitted by clerk pro tem,

Brenda L. Salmonson