

**LONG HILL ESTATES at PETERBOROUGH, A CONDOMINIUM
ANNUAL MEETING MINUTES
May 28, 2015**

**PETERBOROUGH TOWN LIBRARY
2 CONCORD ST., PETERBOROUGH, NH**

The meeting was called to order at 7:05 p.m. by Allen Hollander, President. A quorum was met with 20 units represented by 19 owners present and 1 proxy.

The president introduced Directors Faith Hanson and Sharon Smith (who is also Secretary), and Treasurer Marilyn Britton.

Minutes from last year's annual meeting were accepted as submitted.

RESOLUTION FOR DISPOSITION OF EXCESS REVENUE Over Expenses for Fiscal Year Ending June 30, 2015 (IRS Ruling 70-064 inc.): Motion was made, seconded, and passed unanimously.

PRESIDENT'S REPORT

1. Allen expressed thanks to Sharon Smith, Faith Hanson, and Marilyn Britton for the effort, attention, and support they have given to the day-to-day matters of LHE. He thanked Maura Scanlon and Brenda Salmonson for baking for this meeting. Thanks also went to Audrey Carvalho for managing social gatherings at LHE. Audrey has moved to RiverMead, and she will be missed. Allen expressed thanks to Nancy Clarke for helping with insurance renewal, and to Glen Swanson for pursuing issues associated with abutters and with a potential walking trail, and for addressing the details involved with registering LHE as a non-profit with the NH Secretary of State.
2. Allen also thanked additional volunteers Dianne Buchholz, Diana Griffin, and Annagreta Swanson for their willingness to stand ready to help out LHE when and where needed.
3. Allen also expressed thanks to 3 unit owners who have offered their homes as places of refuge, with generators, during winter power outages: #15/Brenda Salmonson; #16/Marilyn Britton; #21/Nancy Clarke.
4. All units are fully owned and fully occupied. Audrey's #10 was under contract just a few days after it was put on the market. We are happy to welcome Laura Lavigne as the new "#10"!
5. Continuing the trend, there have been no insurance claims this year. Allen thanked everyone for being sure to clean chimneys and dryer vents and maintain washer hoses and valves.
6. Last Fiscal Year (2013–2014), even with lots of snow, there were no roof leaks. In contrast, this winter, due to the rare and extreme weather conditions, 15 units had roof leaks, mostly from ice dams at the edge of sunrooms and around skylights. Roof leaks were common throughout New England this winter. Our contractors, and others, were surprised that we fared so well. Our roof contractor said that the only way we could have avoided ice-dam leaks would have been to have a full-time roof scraper. The plan for next year is to be more aggressive with removing snow around skylights, along the edges of roofs, and in valleys between dormers and in back of units.

7. Buildings #3 and #5 were painted.
8. Marilyn was able to get a \$160 rebate from the town for the fire hydrant we shut down last year (on the upper dirt road).
9. In the past, our insurance policy had been a 3-year plan. That is no longer the case. We have to renew every year. The cost of the insurance premium went up 1/3. According to our broker this is because we hadn't had a rate increase in 3 years, and more important, the insurance industry upgraded their methods of evaluating risk. In short: On a 1-10 scale, with 10 being high risk, we are at a 9. This is because Peterborough does not have a full-time fire department, the size and quantity of their equipment is not as "beefy" as it could be, and we are situated a number of miles from the fire department. If we had made any sort of claim, our premium would have jumped even more significantly.
10. Most ends of buildings are now cleared of shrubs/trees that were crowding the siding and causing rot, making a total of 10 sides cleared. Some perennials have been planted in these new areas; more, with shrubs and/or perennials, will be added over time as money is available. Four owners are maintaining these areas on their own. Our roofing contractor says that the tall trees/shrubs at the ends of some of the buildings helped trap snow and ice and contributed to the ice dam problems.
11. Slate was laid by JW to minimize dirt splash-up on ends of buildings.
12. Faith renewed JW's contract for the next 2 years—at the same price.
13. Some revisions and trimming have taken place in the front gardens. More will be done over time. The BOD asks all to be patient.
14. We had 3 gardeners sharing our community garden last year. There is ample space for anyone who would like to start a vegetable garden. Speak to Faith if you want a plot.

FINANCE REPORT

Budget highlights for 2014-2015

1. Our cash on hand has increased over the past 3 years as follows:
 - a. April 22, 2013: \$110,112
 - b. April 23, 2014: \$128,732
 - c. April 23, 2015: \$143,800
2. Bank Service charges went up temporarily. The increase will be refunded by the bank when we get the seal of approval from the State, forthcoming, on being a non-profit. Thanks again to Glen Swanson.
3. Insurance went up from \$12,126/year to \$18,363.
4. Legal fees of \$522 were for an opinion about our liability regarding maintenance and repair of driveway #12.
5. Miscellaneous expense was up a few hundred dollars due to the expense of a civil engineer consultation and advice on painting (no need to do it as often as we have) and road/driveways (we need to start on a maintenance schedule).
6. Painting expense was \$1,500 less than expected.
7. Bed Maintenance: We are expecting that to come in at \$4,250 (down \$1,000 from what was budgeted).
8. Tree and Shrub Maintenance: We spent \$3,000 less than expected. We did not plant trees as we needed the funds for unexpected road repairs.
9. Winter plowing, sanding, and shoveling: spent pretty much as we expected.

10. Road and Driveway Maintenance is a new line item. The \$5,274 expense this past year was for erosion prevention work on the dirt road and pavement work on the upper road, as well as driveway work at #12 (the biggest expense).

Expectations & Expenses for coming year: 2015–2016

1. JW (landscaping and winter maintenance) cost remains the same as the last go around—for the next 2 years.
2. Some of the shrub beds behind the buildings will be cleared of invasive species.
3. Building painting this year will be focused on building #7, Units 25-28. The oil primer with top-coat of paint is holding up well and thus we can reduce the frequency of painting. This will free up funds to put toward our roads and driveways, and to increase our funding of the Capital Replacement account.

QUESTION ON FINANCIAL REPORT

1. Marilyn Britton asked how many fire-department employees have to be full time for the insurance company to determine that we have a full-time fire department. She agreed to find out.

ABUTMENT COMMITTEE REPORT (Glen Swanson)

1. Glen consulted with Rodney Bartlett again regarding the Hanson Gravel Pit.
2. He (Glen) questioned whether we would need insurance for ourselves and for any other users of a potential trail from our property to Old Jaffrey Road. Sonya volunteered that as long as we're not charging for the use of the trail, we have no liability.
3. Joe and Allen will be walking the perimeter soon. Others are welcome to join them.

ELECTION OF DIRECTORS

1. Sharon Smith was elected to a 3-year term on the Board of Directors.
2. It was agreed that the Board would meet soon to name a Secretary and Treasurer.

NEW BUSINESS

1. Ann Lammers requested that, if possible (if other spaces are available), people try to keep the space closest to the mail kiosk free for mail pick-up. Ann would like to have a sign to this effect posted. She will talk with Allen re. a way to get a small sign made and posted.
2. A question was raised as to why we ran out of propane last winter. The questioner was asked to call Allen & Mathewson to find out.
3. A question was raised re. whether the signs indicating unit numbers, placed at the end of each road, are necessary. This is to be determined.
4. A concern was raised re. the dead shrubbery next to the mail kiosk. It might be possible to plant other shrubs there that would be less appealing to deer.
5. A question came up about outdoor faucets in the rear of units. It was explained that most units don't have such faucets, but that an individual owner can hire a plumber to install one.
6. Allen explained that the roofing contractor discouraged us from adding flashing because it would cause sheets of ice to fall off the roof on people's heads.
7. It was noted that the dumpster lid needs repair.

8. Brenda Salmonson suggested that asterisks be added to the public list of owners, denoting those residents who are willing to let others benefit briefly from their generators in case of a power outage. Allen will do this.
9. Allen requested that anyone who has a recurring water leak, report it in writing.
10. Sally Austermann questioned whether it's possible to get a dumpster for single-stream recycling. She'll find out if the town will pick up on such a basis.

The meeting adjourned at 8:05 p.m.