

**LONG HILL ESTATES at PETERBOROUGH, A CONDOMINIUM
ANNUAL MEETING MINUTES
May 24, 2017**

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

The meeting was called to order at 7:00 p.m. by Allen Hollander, President.
A quorum was met with 18 units represented by 15 owners present and 3 proxies.

The president introduced Directors Faith Hanson and Sharon Smith, and noted that Treasurer Marilyn Britton was unable to attend.

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, 2017 (IRS Ruling 70-064 inc.): Motion was made, seconded, and passed unanimously.

PRESIDENT'S REPORT & FINANCE REPORT

1. Allen expressed thanks to Treasurer Marilyn Britton, and Board members Sharon Smith (who also serves as the Association's Secretary) and Faith Hanson for the support, care, and love they give to this community. He also thanked the LHE community for the cheerful cooperation and support individuals provide throughout the year, which makes living here so pleasant. Allen also noted the effort we put into keeping our porches, lawn, and patios neat and tidy.
2. 35 of 36 units are occupied. #10's Laura Lavigne has moved. The new owners are Joan Jansen and her husband. Unit #7 has a new owner: Lee Charlton. #33's Scott Abrams has moved out, and his unit is vacant. Monadnock Developmental Services, the unit owner, is keeping an eye on it. Len Myhaver, a longtime owner (unit #36), passed away this year, as did Betty Austermann from unit #29. May their memories be a blessing to all who knew them.
3. There were no insurance claims this year. Allen thanked the community for maintaining dryer vents and washer hoses, as well as keeping chimneys clean.
4. Buildings' roofs and clapboards are holding up well. We had 6 leaks reported. They were fixed or will be shortly. We will assess all our roofs this year.
5. The Board did not require driveway sealing this year. This process, which is the responsibility of the owners, is due to be done at some point in the near future. It may be required for the coming year.
6. Budget highlights for 2016-2017:
 - a. Our cash on hand has increased over the past 5 years as follows:
 - i. April 22, 2013: \$110,112
 - ii. April 23, 2014: \$128,732
 - iii. April 23, 2015: \$143,800
 - iv. April 25, 2016: \$165,340
 - v. April 27, 2017: \$214,678

- b. Insurance expense was less than expected (\$15,306 instead of \$17,500). We over-budgeted, expecting a bigger increase. We were able to get a slight discount for paying up front, versus monthly.
 - c. Painting: Cost came in at \$0.00 instead of \$8,500. We were planning on just doing touch ups all around, but that didn't happen. Thankfully, no serious consequences resulted.
 - d. Repairs expense will likely come in close to what's budgeted.
 - e. Winter snow, plowing, sand, & roof clearing expenses came in at about \$4,000 over budget. The back end of the winter needed a lot of attention from our budget. JW, our landscape and plowing contractor, applied herculean effort to keep up with snow removal from our roofs.
 - f. By fiscal year end, Roads & Driveway maintenance, budgeted at \$6,000, will cost us \$2,500. The bill for the expanded dumpster area came in after the April report came out. The \$860 expense was for cleaning out the storm drains, which is done every other year.
7. Budget highlights for coming year 2017-2018:
- g. No change in monthly fee of \$250.
 - h. No change in the budget.
 - i. Regarding exterior painting, we plan to paint:
 - i. Dormers on: #6, #7, #30, #31, #34, #35.
 - ii. Gables over garage on #5; gable on east side between #30-#31.
 - iii. West side gable: #14-#15.
 - iv. East sides (with dormers and gables) of building 4 (#13-#16); and building 6 (#21-#24).
 - j. No increase in funding of Capital Replacement Fund. The Board is hoping that in the event we come in under budget next year, we will spill that money into the Cap Replacement account (as we did in FY 2016-2017).
 - k. Roofs will be inspected and repaired as needed. Nothing major is expected, but you never know.
8. We expect to begin recycling July 1.
9. As reminders to the community: In order to keep the look, feel, safety, and ambience we are famous for:
- l. Cats are to be kept indoors (LHE rule).
 - m. Keep the car speed down to 10 mph on our LHE roads.
 - n. For those who have wood burning stoves or fireplaces—Remember to get your chimney cleaned.
 - o. Clean your dryer vents annually.
 - p. Garage doors should be kept closed when not in use.
 - q. If you have weeds growing in the cracks on your patio or driveway, you need to remove them.
10. Allen asked for comments and questions, noting that anyone who proposes that LHE take a particular action should be prepared to be the one to follow through and take the lead on that action, if the community approves it.

QUESTIONS/COMMENTS REGARDING PRESIDENT'S REPORT & FINANCE REPORT

1. What should an owner do if unsure whether a contractor is aware of a particular problem?
Answer: E-mail Allen, including the unit number and contact phone number. If the contractor is not already aware of the problem, Allen will forward the e-mail and copy the unit owner.
2. What's the status on dealing with sucker shoots on crabapple trees? Answer: Faith has talked with John Trautwein about this and will follow up with him again, finding out whether attention is needed.
3. The Board was thanked for taking down the old red pines at the upper level last year.
4. Monadnock Appliance Repair told Lee that if several people want their dryer vents cleaned, they would schedule those units together and offer a discount. It's possible that Neatly Done would offer something similar. Ann Lammers and Lee Charlton will coordinate to see if a group schedule and discount can be obtained.
5. Concern was expressed about the invasive growth on the side of Long Hill Road.
Answer: This is the town's responsibility, not ours.
6. Because interest in the community garden has declined, we're not having the town turn on the water in that area this year.

ABUTMENT COMMITTEE REPORT (Glen Swanson)

1. Glen consulted with Rodney Bartlett again regarding the Han-Sul Gravel Pit. We await further developments.

ELECTION OF DIRECTORS

1. Diana Griffin was elected to a 2-year term on the Board of Directors.
2. Allen Hollander was elected to another 3-year term on the Board.

NEW BUSINESS

1. Recycling.
 - a. There will be 2 boxes. One will be for zero-sort recycling and the other for ordinary household trash.
 - b. It was suggested that residents pack paper to be recycled into brown paper bags, so that if the wind lifts the lid on a bin, the loose paper doesn't blow all over.
 - c. The group agreed that it would be helpful to have one person who was present at the meeting speak to other residents in his/her building, sharing the recycling handout, explaining the process, and answering any questions. The explainer volunteers were as follows:
 - i. Units #1–4: Marcia Pettee
 - ii. Units #5–8: Joe Hanlon
 - iii. Units #9–12: Glen & Annagreta Swanson
 - iv. Units #13–16: Brenda Salmonson
 - v. Units #17–20: Allen Hollander
 - vi. Units #21–24: Faith Hanson
 - vii. Units #25–28: Carol Petersen
 - viii. Units #29–32: Diana Griffin
 - ix. Units #33–36: Ann Lammers
 - d. The goal is to have all residents contacted by the end of June.

2. Lawn mowing. There was concern that the lawns have gone too long without mowing. It was noted that this period without mowing was an exception and that the grass will probably be cut on May 25.
3. Parking by the kiosk. A proposal was made to purchase and install a sign, asking that the parking space closest to the kiosk be reserved, when possible, for those picking up their mail. After some discussion, the group decided not to proceed with this. However, Ann Lammers will send the proposed wording for the request to Allen, and Allen will send out an e-mail with this request to all residents.
4. Discolored water following the recent water-main breaks. Glen will find out from the town where the town's responsibility for underground piping ends and our responsibility begins. He'll let Allen know what he finds out, and Allen will report back to all.
5. Propane.
 - a. In 2011, Sonya LeClair negotiated with Allen & Mathewson a group rate of 45¢/gallon over Allen & Mathewson's base cost. This rate was good for 5 years.
 - b. Brenda contacted Allen & Mathewson re. a new plan. They offered 2 options, saying that although they'd prefer that all owners go with the same plan, they would accept different choices from different owners. The choices they offered were:
 - i. 40¢/gallon over their base cost, with no ending date specified
 - ii. \$1.599/gallon fixed rate until 4/30/18
 - c. After some discussion, it was agreed that the group present couldn't speak for all owners. Brenda will ask A&M to send a letter to each owner individually, explaining the options in more detail.
6. Invasive species on the upper dirt road. The Board will look into this.
7. Bears. Fish & Game says that once a bear has become socialized, as is the case in our area, people should no longer feed the birds there. Allen will remind people of this when cold weather returns.
8. Social events. Midge will talk with Allen re. a potential game night or other social gathering.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,
Sharon Smith, Secretary