

**LONG HILL ESTATES OWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**November 10, 1997**  
**5 pm**

**PRESENT:** Tom Forman, George Austermann, Amy Myhaver.

The meeting convened at 5:00 pm. Minutes of the last meeting (9-23-97) were accepted as written.

**Legal issues:** The Board needs to find a C.P.A. to perform the auditing for Long Hill. John Spooner is Treasurer with signatory privileges and therefore cannot be the auditor as well. Each owner should be given a copy of the audit each year.

The Board, according to our By-laws, must be given mortgagor information at the time an owner closes on a unit. A standard procedure for this is needed.

A new law, coming into effect in January 1998, will give the Board the right to have utilities disconnected if an owner is delinquent in condominium fee payments. The Board needs to rewrite the By-laws to activate this legislation for Long Hill Estates. The Board also needs to amend the date of the Annual Meeting of the Association. The Board needs to organize Association meeting with proxies, etc. to get date change and get legal help to carry these changes through in a proper manner.

Consideration is being given to hiring a management company to manage Long Hill. A motion was made to solicit proposals and quotes from lawyers, management firms, painters, contractors, and consultants. This motion was seconded and a unanimous vote followed.

Motion was also made to join C.A.I. (Community Association Institute) - this was seconded and all affirmative. C.A.I. will be a great resource for condominium issues.

**Community issues:** The Board will write a letter to owners and renters to keep them informed and to solicit help with association work.

Roofing is still an issue. After repair of six sunrooms, there are still leakage problems. Rob Lebel (RML Contractor) is to come re-assess the problem.

**Misc. issues:** Glenn Myhaver is supposed to contact Waste Management to inquire about dumpster setups, placement and access. WoodMaster will eventually be paving road around new units to connect with paving already in place. This will help with moving the dumpster up further out of sight of units 26-28. Glenn will also see about repairing the mailhouse (weather-stripping).

Amy will call the NH Dept. of Transportation to inquire about road signs for Long Hill.  
(From Jaffrey approach side of 202 to read: Long Hill Estates next left.

Meeting adjourned 6:40 pm. Next meeting scheduled for Wednesday, December 10, 1997  
at 5pm at Tom Forman's.

Signed,

A handwritten signature in cursive script, appearing to read "Amy L. Myhaver", with a long, sweeping horizontal line extending to the right.

Amy L. Myhaver, Director/Secretary