

Hand approved  
yes  
9/19/05

LONG HIL ESTATES AT PETERBOOUGH, A CONDOMINIUM  
MINUTES  
SPECIAL BOARD MEETING  
JULY 22,2005  
70 West Side Road  
Harrisville NH

Present were Jane Morrissey, President; George Austermann Director/Treasurer; Bob Price, Director.

Meeting called to order at 10:45 am(This meeting was not advertised because we were luncheon guests at the Austermann's summer home. Therefore, the written minutes have been extended to include items beyond that which are legally necessary)

MOTION by Bob Price, Second by George Austermann:To approve the minutes of the July 13<sup>th</sup> Board Meeting as submitted.(This was a meeting called with minimum notice to do certain business relative to the roofing loan) PASSED: All in favor

MOTION by George Austermann, second by Bob Price: To approve the transfer of \$15,639.00 from the Capital Replacement Savings Account to the checking account for roofing expenses on Buildings 2,4 and 5. (\$14,639 will be reimbursed to the Capital Replacement Savings Account upon receipt of the roofing loan funds) This transfer had been previously approved by phone. PASSED: All in favor

REPORT RE: NAME REGISTRATION: In seeking the necessary legal documents needed for the loan commitment papers, it was discovered that Long Hill Estates has not had an official "Trade Name" registered with the State of New Hampshire for some 6 or so years. Apparently this must be addressed every 10 years. Therefore, our attorney is sending us the paperwork required to register a name. We must pick from those available, appropriate and not currently in use. As of July 18<sup>th</sup>, *Long Hill Estates of Peterborough* and *Long Hill Estates Condominium Association* were available. By consensus the Board will request *Long Hill Estates of Peterborough*.

LOAN UPDATE: The loan has been approved. We have signed the commitment papers and the final legal paperwork is in the hands of our attorney. He is in the process of preparing and submitting it to the bank's attorney. We cannot yet give a monthly assessment figure to our unit owners because it will not be finally determined until all the legal work is completed. The Board wishes to note that , although it sounds simple, a condominium loan is an extremely time consuming, involved, legally complex proposition. The three of us have spent weeks, not hours or days on this, with George putting in the lion's share of the time.

UNIT CLOSING PAPERWORK: Due to the time and energy consumed in preparing closing paperwork, certificates, statements,etc,etc, the Board is considering charging a fee to unit owners. This is legal and is common practice in many associations. Things

have really reached the “out of bounds stage” in terms of what can reasonably be expected and what we are required by law to provide.

**BY-LAW AMENDMENT:** The Board will be working on amending the current amendment which changed the requirement for an *audit* to the requirement of a *financial statement*. Although the intent of that amendment was to provide for a yearly review, that is not what it says and after consultation with our accountant , it has been determined that the section lacks specificity .Nowhere is a *financial review* mentioned nor is there a requirement to have this performed by an external CPA. We will have counsel review the wording prior to submission to unit owners for a vote.We also will seek guidance on just how we amend the amendment to have it legally in effect.( We have submitted much of the paperwork needed for a yearly review to McClarney and Company, Concord NH and will be submitting the rest within the next week or so)

**MANAGEMENT:** By consensus, agreement was reached to investigate management companies for purposes of performing the administrative tasks of the Association.A board cannot be expected to carry out all the duties of the Board itself plus all of the administrative tasks needed to carry out association business.We would retain our maintenance set-up and for now continue doing our own books. However, it becomes clearer every day that none of us can keep up this pace. We do know of the one bad experience this Association had back in the late 90’s, however one bad experience does not mean that all experiences will be that way. The demographics here clearly point to the need for professional management. People are unwilling to serve on the Board because of the time commitment . That time commitment would be far less if professional management got the phone calls 24/7, answered them, got the letters, wrote the letters, did the general office tasks, did all the reports, communicated with agents, banks, prospective owners, sellers, prepared closing paperwork, chased late payments, dealt with attorneys on things such as liens, loan paperwork, state statute issues, etc. (The list could go on and on!) A Board is still needed to set policy, give approvals, etc,etc.....BUT....all that what we call “grump work” would be taken off of the volunteers’ shoulders.A notice will be posted asking if anyone wishes to help us investigate, visit, interview (and whatever else has to be done) prospective companies.

**PRESIDENT’S POSITION:** Because of the need to sign the various loan papers, Jane agreed to remain in this office until that process is completed.Her resignation from the position will then become effective.

Respectfully submitted,

Jane Morrissey, (acting for Lyn Campbell...absent due to illness)