

**LONG HILL ESTATES AT PETERBOROUGH, A CONDOMINIUM  
SPECIAL BOARD MEETING  
JUNE 30, 2007  
9 LONG HILL ESTATES  
10:15 AM**

The meeting was called to order at 10:20 am by President, Glen Swanson.

**PRESENT** were Glen Swanson, Gregg Lawn, Jane Morrissey and George Austermann

**PURPOSE OF MEETING:** To discuss the retention, termination and situation re: Current maintenance manager, Gerald Christian.

**ACTION:** A motion was made by Jane Morrissey, second by Glen Swanson: To terminate the services of Gerald F. Christian, dba Spring Hill Carpentry and Woodworking, under the terms of the "Contract for Property Management & Maintenance Services" between Long Hill Estates Condominium Association and Gerald Christian, effective July 31, 2007.

**PASSED:** Unanimous

From: Long Hill Estates Condominium Association  
PO Box 415  
Peterborough, NH 03458

To: Gerald F. Christian  
dba Spring Hill Carpentry & WoodWorking  
30 Mossey Lane  
Dublin, NH 03444

Subject: Termination of Contract

Date: June 30, 2007

Under the terms of our "Contract for Property Management & Maintenance Services" the Long Hill Estates Condominium Association Board has elected to terminate your services effective as of July 31, 2007.

Signed:

For Long Hill Estates at Peterborough, A Condominium

By *Ellen W. Swanson* Director

Date *06-30-2007*

By *Jane R. Morrissey* Director

Date *06-30-2007*

**Long Hill Estates at Peterborough, A Condominium**  
***Contract for Property Management & Maintenance Services***

**Gerald F. Christian, dba Spring Hill Carpentry & WoodWorking**, hereafter referred to as the Contractor, agrees to perform property management and maintenance services to Long Hill Estates at Peterborough, A Condominium, hereafter referred to as LHE.

**Section A. Duration of the Contract**

The Contractor shall perform property management and maintenance services during the period of **April 2007 through December 2008**. By mutual agreement of the parties, this Contract shall continue in full force and effect for an additional 24 months subject to the mutual agreement of the parties as to revisions in terms and conditions including the payment schedule set forth below.

This Contract may be terminated by either party for any reason by giving thirty (30) day written notice.

**Section B. Property Management Services**

***B.1 Scope of Work***

The Contractor shall assume responsibility for oversight of the LHE's buildings and grounds. This includes the following:

- Inspection of the property on a regular basis, not less than weekly.
- Recommends to the Board ways in which the buildings and grounds can best be maintained, repaired and/or improved, and where appropriate, recommends a sequence of priorities.
- Preparation of bid documents and solicitation of bids for contracts to be let for repairs, maintenance, and capital improvements to the buildings and grounds, **to include contracts for fertilization and pesticide applications.**
- Recommendations to the Board of Directors for the award of such contracts.
- Negotiation and preparation of contract documents for the Board of Directors.
- Administration of all contracts for repairs, maintenance, and capital improvements to the buildings and grounds **as well as contracts for fertilization and pesticide applications**; this includes serving as the Board's liaison with contractors, insuring compliance with contract provisions, reviewing and approving all bills submitted under contracts for payment.
- Attendance at meetings of the Board of Directors when requested by the Board.

*Unanimous*  
*effective July 1*  
6/30/2007