

**BOARD MEETING MINUTES  
LONG HILL ESTATES AT PETERBOROUGH, A CONDOMINIUM  
DECEMBER 4, 2003  
UNIT # 34**

The meeting was called to order at 10:50 am.

Present were Liam Kelly, President; Bill Waters, Director; Jane Morrissey, Director/Clerk, and George Austermann, Treasurer.

MOTION by Liam Kelly, second by Bill Waters: That the minutes of the meetings of October 20<sup>th</sup> and October 29<sup>th</sup>, be accepted as submitted. PASSED: All in favor

MOTION by Jane Morrissey, second by Liam Kelly: That the sum of \$1128.07 for the cost of wood replacement on buildings #2, #4 and #6 be transferred from the capital reserve account to the operating account. PASSED: All in favor

MOTION by Bill Waters, second by Liam Kelly: That the Maintenance Manager's Contract be amended to remove the \$100 retainer clause and substitute it with a monthly payment of \$200 plus billable hours and that the PCP (Point of Contact Person) position outlined in the contract is to be eliminated. The changes are to become effective January 1, 2004. PASSED: All in favor

Glen Swanson, Unit #9 presented his plans for attic remodeling. Approval was granted subject to an increase in the contractor's general liability insurance from \$300,000 to \$500,00 each occurrence and owner signatures on the Approval Agreement. PASSED: by Consensus

Investigation into landscape contractors' pricing and bids will continue with a target date of awarding the contract by the end of February.

The meeting was adjourned at 1:45 pm.

Respectfully submitted,

Jane Morrissey, Clerk

Long Hill Estates at Peterborough, a Condominium  
Approval Agreement

The Board of Directors of Long Hill Estates at Peterborough, a Condominium hereby grants Glen and Annagreta Swanson, owners of Unit #9, authorization to remodel the attic in accordance with the description submitted, dated December 3, 2003. (Description attached)

Attic remodeling is subject to receipt of a Building Permit from the Town of Peterborough and is subject to all applicable laws of Peterborough and the State of New Hampshire.

It is understood that the unit owner, and all subsequent owners are responsible for all costs relating to installation, repair, maintenance, etc. and are solely responsible for any and all damages caused on or to the Common Area as a result of said installation, in perpetuity.

Any contractors employed by the Unit Owner agree to hold Long Hill Estates harmless for all loss, liability, claims, or expense (including reasonable attorney's fees) arising from bodily injury, including death, to any person, or damage to property arising out of the performance of any work performed by contractors or subcontractors employed by the Contractor in performance of his work.

The contractors shall, at their own cost and expense, purchase and maintain during the performance of his work:

**Commercial General Liability Insurance** with limits of not less than \$500,000 per occurrence. Coverage shall specifically include the contractual liability assumed under this contract and name Long Hill Estates as an additional insured. Insurance shall be written by an insurance company licensed in New Hampshire.

**Workers' Compensation Insurance** covering all employees in accordance with the laws of New Hampshire including Employers Liability Insurance with a limit of not less than \$100,000.

Should the installation not be maintained, repaired, etc. in an appropriate manner in the judgement of this and any subsequent Boards, the Board may require that the installation be removed at the owner's expense and the area returned to its original condition. In the event it is necessary to remove said installation and to restore the area to its original condition, this Board and all subsequent Boards reserve the right to perform the work and charge the costs back to the unit owner and subsequent owners, in perpetuity.

Date of approval December 4, 2003.

Signature for Board  
Liam Kelly, President

Date:

Unit Owner Signature

Date: