

LONG HILL ESTATES CONDOMINIUM ASSOCIATION

Board of Directors Meeting

April 22, 1998

MINUTES

A Meeting of the Board of Directors of the Long Hill Estates Condominium Association was held on Wednesday, April 22, 1998 at 21 Long Hill Estates, Peterborough, NH.

Present: Board members Tom Forman and George Austermann and Cal Davison of Cardiff Management. Treasurer Whalen Dunn joined the Meeting at 5:05 p.m.

Absent: Amy Myhaver.

Call to Order

The Meeting was called to order at 4:10 p.m. by Tom Forman.

Review/Approval of Minutes

March 18, 1998 Board of Directors Meeting

A **Motion** was made by George to approve the Minutes of the March 18, 1998 Board of Directors Meeting, seconded by Tom. All in favor: 2; opposed: 0. Motion passed.

Old Business

Mary Lou Miley - Roof Leak

Tom reviewed the history of the roof leaks the unit owner has experienced over the past six years. Cal advised that while repairs had been made to the roof by a contractor, the unit owner wanted him back to see where they had shown on the interior in the past. Cal advised that this would be premature as there had been substantial rain after the repair, but she had not indicated any evidence of further leaks. It was agreed that no further work was appropriate unless she reported subsequent leaks. Cal will advise her of this.

Unit Title Research

Tom asked if it was appropriate for the Association to do research on all units to verify the ownership as referenced on the title. Cal felt it was not necessary unless there was pending legal action against a unit owner, or if there was a proposal to amend the Declaration where the property description was impacted due to deeded ownership.

New Business

Transition

Cal reviewed the status of the transition to Cardiff Management, what financial reports the Board would regularly be receiving at the close of each month, and what would be included in the Monthly Management Report.

Tom suggested that we remove the 'drop box' as soon as possible.

Fezette/Woodmaster Status

Tom presented copies of letters from Mary Huot of the Lisle and Mary Fezette Revocable Trust, including one stating that they had elected to not continue building. There was a review of the importance of the Association insuring it was protected in the event this Declarant did not complete the incomplete improvements.

Whalen will check with the Town of Peterborough to validate that there is, indeed, a \$100,000 bond held and for what purpose.

Repair Requirements

- a) Drainage. By the mail box, it often pools and then freezes in the winter. By buildings 8 and 9, snow often blocks the drain causing backup.
- b) Entry floodlight. The floodlight for the entry sign needs replacement.
- c) Trim work. Cal will ask for a quote for painting the trim work on the buildings.

Long Term Plan

Cal reviewed steps towards generation of a Capital Reserve Study for the Association.

Cable/Satellite Dishes

There are currently two dishes installed by unit owners. Cal reviewed the current status of the Telecommunications Act of 1996.

Standard BOD Meeting Date

There will be no meeting in May. However, after that, BOD meetings will be scheduled for the second Wednesday of each month at 5:00 pm. Location to be determined.

Management Report

The Management Report was reviewed without further comment.

Adjournment

There being no further business, the Meeting was adjourned at 6:22 p.m.

Respectfully submitted,

Cal Davison, Scribe

Date