

Documents Included in Annual Meeting Packet

1. Notice of Meeting
2. Agenda
3. 2021 Minutes
4. Finance Report (Profit & Loss Budget Performance) 2021-2022
5. Budget for 2022-2023
6. Vote of Resolution for Disposition of Excess Revenue for IRS.
7. Motion to vote on children's playset/swingset for common area.
8. Nomination Form
9. Proxy Statement

LONG HILL ESTATES at PETERBOROUGH, a CONDOMINIUM

NOTICE OF ANNUAL MEETING

The Annual Meeting of the Unit Owners' Association
will be held on

**Sunday, May 29, 2022
2:00 – 4:00 pm**

**Eben Jones Classroom – Peterborough Town Library
Peterborough, NH
(enter through back door, classroom is on left)**

Members (owners) in good standing will be allowed to vote. Good standing means that all monies currently due the Association must be paid in full at least three (3) days prior to the meeting date.

Should you be unable to attend, it is very important that you complete and submit the enclosed proxy form to a member of the Board prior to the meeting, OR it may be submitted by your assigned proxy at the meeting.

You may assign your proxy to an individual owner or to a member of the Board.

(An envelope with payment coupons is not included in the meeting packet as the association will not be requiring them this year)

*Note; Starting July 1, the monthly condo fee is \$280.
Fees are due by the 1st of every month.*

Signed: for The Board of Directors
Allen Hollander, Unit 13,
Long Hill Estates at Peterborough, a Condominium
April 26, 2022

LONG HILL ESTATES at PETERBOROUGH, A CONDOMINIUM
ANNUAL MEETING
Sunday, May 29, 2022
4:00 PM

Eben Jones Classroom, Peterborough Town Library
(Park at back of library, enter doors, classroom is on left)

AGENDA

- A. Call to order
- B. Roll Call (to be taken via check sheet at door)
- C. Introduction of directors, officers and attendees
- D. Acceptance of Minutes of June 5, 2021 Annual Meeting (minutes included)
- E. Mandatory Vote of Resolution for Disposition of any Excess Revenue Over Expenses For Fiscal Year ending June 30, 2021 (*IRS Revenue Ruling 70-064 included*)
- F. President's Report with Finance Report (P&L and 2022-23 budget included)
- G. Committee Reports
- H. Vote on Motion to have a children's playset/swingset placed on common area
- I. Election of Director (1 position: 3 years)
- J. New Business *
- K. Adjournment

* New business may be brought before the body by any unit owner. Should any votes be taken on any new business, the results are non-binding because of certain statutory requirements re. notification for annual meeting business.

LONG HILL ESTATES at PETERBOROUGH, A CONDOMINIUM

ANNUAL MEETING MINUTES

June 5, 2021

**IN THE FILED BEHIND UNIT #12
LONG HILL ESTATES, PETERBOROUGH, NH**

The meeting was called to order at 11:00 a.m. by Allen Hollander, President.

A quorum was met with 15 units represented in person and 6 proxies.

The president introduced himself and Directors Maura Scanlon and Diana Griffin (absent), Treasurer Marilyn Britton, Secretary Sharon Bailly, and the many volunteers whose efforts increase the well-being of everyone in the community.

Minutes from last year's annual meeting were accepted as submitted.

REOLUTION FOR DISPOSITION OF EXCESS REVENUE OVER expenses for fiscal year ending June 30, 2021 (IRS 70-064): Motion was made, seconded, and passed unanimously. Excess funds will be carried over into the Association's operating account.

ELECTION OF DIRECTORS

Diana Griffin was nominated and unanimously re-elected to another 3-year term as Director. Everyone thanked her for doing such a good job and wanted her to know her efforts and those of everyone on the board are very much appreciated.

PRESIDENT'S REPORT

1. **Thank you** all for attending this meeting. And thank you to a number of people who contribute to Long Hill Estates:
 - a. Marilyn Britton, our Treasurer.
 - b. Sharon Bailly, our Secretary
 - c. Directors, Maura Scanlon & Diana Griffin
 - d. Volunteers Faith Hanson, Sonya LeClair, Tuck & Lisa Crocker, Brenda Salmonson, Glen Swanson, Charlie & Barb Pendleton – who don't play a formal role here yet, are always happy & willing to pitch in and help. The support means a lot to the Board
2. **Updates on residency and ownership:** All units are owned and occupied.
 - a. Three units changed ownership
 - i. Unit #19: Bought by Mike & Patti Lindert. They will live here part time.
 - ii. Unit #23: Bought by Anne Meiklejohn. She is renting it to Todd & Beth Somerset. They were living in #19 and moved across the street into this unit.
 - iii. Unit #33: Bought by Muzzammal Alvi & DureSmeen Berki, who I believe will be having a child this year. This unit had been vacant for more than a year.
 - b. Four units are rented:
 - i. #14, #17, #23, #27

3. **No insurance claims** this year.
4. **Litigation:** We have filed claim in small claims court against a unit for collection of monthly condo fees in arrears. Currently there's a lien on this unit. The suit is uncontested and progressing. The next step in the legal process is a payment scheduling hearing before a judge. Progress in small claims court is slow. I was told last week, that there's nothing else for us to do, just wait to hear from the court.
5. **Abutment happenings:**
 - a. Of the approximately 80 acres LHE owns, about half of that is under the purview of the Peterborough Conservation Commission (PCC)
 - b. Most of the sandpit going up the hill, southwest of us on Rte. 202, is part of LHE property – and is PCC controlled & managed.
 - c. The bottom flat part of this hill of sand, is privately owned and was sold this year to a developer who will build a multi-storage facility.
 - d. Further southwest on Rte. 202, is another parcel abutting us. It was sold to that developer who will construct a private residence with an access road of 202.
 - e. To this meeting, I've brought all sorts of maps of our property and abutments. Happy to host a show and tell at the end of this meeting.
6. **Roof replacement summary:** Five buildings now have new roofs. Four left to go. Here's a list of the buildings with new roofs:
 - a. Building #2 (units #5-8) + new sunroom roof on unit #5
 - b. Building #6 (Units #21-24)
 - c. Building #7 (Units #25-28)
 - d. Building #8 (Units #29-32)
 - e. Building #9 (Units #33-36)
7. **The remaining 4 Roofs:** Our maintenance contractor, Doug Payne, recommended that we should proceed with one roof-replacement per year, This would complete re-roofing LHE by 2025. This schedule assumes that we don't incur other unexpected and costly expenses. If so, that could delay the schedule.
8. **Lawns:** Two weeks ago, Diana Griffin & I met with our landscaper, JW and the owner Nick from Surf and Turf Lawncare. Nick has been our weed and feed contractor for the last couple of years. We asked him why many areas of our lawn are brown and getting browner & what it would take to restore them. Apparently, lack of water during the dry summers plays a role, but largely it's due to grubs that are the cause. If we were to hire Surf and Turf to restore all the areas, the price quoted was over \$22,000. We contracted to restore only the large area near the corner between the kiosk and unit #5. The price for that is \$5,800. It includes removing 6"s of topsoil and replacing with loam and hydro-seed. In addition, we will treat all LHE lawns with 2 applications grub killer – at \$1,300 each. One of these was applied this week. Nick says that this will kill the grubs and stop the spread with associated damage caused by them. However, there's no guarantee about our lawns if we have severe drought. We'll discuss this more when we get to New Business
9. **When we get to New Business at this meeting**, we'll discuss
 - a. **Lawns**
 - b. **Invasives** in the vegetable garden.
 - c. **Hunters** on our property

- d. Kiosk Parking
- e. Dumpsters
- f. Anything else that an owner wants to bring up.

10. Expense highlights for 2020 – 2021. These are top level highlights. If there are any questions of clarification on this past year's expenses , please ask them after this President's report.

- a. Current cash + receivables: \$166,00
- b. Tree/Shrub maintenance: \$3,725 spent vs \$2,000 budgeted.
 - i. This included normal shrub cutting plus apple tree pruning.
- c. Painting: \$13,000 spent vs. budgeted \$11,000. We had skipped all painting last year.
- d. Roof replacements: Budgeted \$40,000 (one roof); spent \$116,000 (3 roofs in July '20, one roof in April '21, one sunroom roof replaced in July '20).

11. Budget highlights for coming year 2021-2022:

- a. Monthly fee increased to \$270. This will go directly into our Capital Replacement account.
- b. Line item expense will stay the same.
 - i. This includes one more roof replacement at \$40,000
- c. Painting: Instead of doing a specific building or two, Matt will go around each building and address touch ups, and more if needed. We expect that to cost less than \$11,000 budgeted.

12. Looking beyond 2022:

- a. If we continue a one roof/year replacement schedule through 2025, and do not increase monthly fees over those years, we will have a \$31,000 balance in our Cap Replacement account. That amount combined with the \$25,000 we have in our Working Capital account, will give us a total of \$56,000 in savings to cover capital expenses, and/or other unforeseen expenses. This amount approaches the minimum threshold amount of \$50K we believe we need to have to feel secure.

13. As I've done in the past, I want to remind us all:

- a. Keep **cats** indoors.
- b. Keep car speed to **10 mph** on LHE roads.
- c. Clean your **chimneys once every 2 years**, even if you don't burn wood. Many of you did a cleaning last year.
- d. Clean your **dryer vent** once a year, or as advised by your contractor.
- e. Change your **propane burner filter** every 6 months.
- f. **Garage doors** should be kept shut when not in use. Please let your neighbor know if their door is open for a long time. They may have forgotten to close it.
- g. **On street parking** is limited to two hours. If you need more, you will need Board permission.
- h. **Break down boxes before putting them into the re-cycling dumpster.** It saves room for the rest of us.
- i. Remove **weeds from cracks in your driveway** and between patio and foundation. These are limited common property and the maintenance of them is the responsibility of the owner
- j. **When you request a repair, let me know when it's completed** – or contact me if after 3-4 weeks it hasn't been addressed at all, by either me or the contractor.

QUESTION/COMMENTS ON REPORT

1. Marilyn Britton asked if it was possible to negotiate a year-round discount with Allen & Mathewson, rather than having it stop for the summer months. Allen suggested she check with Sonya LeClair who is the Assoc.'s point person on propane price negotiation.

ABUTMENT COMMITTEE REPORT

Glen Swanson reported that the Peterborough Conservation Commission is charged with reclamation of the area of the sandpit that is on our easement; however, he fears that it will not be restored properly. He suggested a committee to monitor the conservation effort.

Charles Pendleton volunteered to contact the Conservation Commission; co-chairs of the Commission are John Patterson and Francie Von Mertens.

NEW BUSINESS

1. **Play area for youngsters.** After some discussion of liability, insurance and maintenance costs, attraction to non-resident children, additional cars parked on streets, and location, the group agreed to the formation of a committee (Sharon Bailly, Lisa Gendron, and Nicole Swartwood) to look into these and other concerns. Allen will send Sharon contact information for the insurance agent.
2. **LHE Public Contact list.** Ann Lammers requested distribution of the public contact list. Allen will send it.
3. **Turkeys.** Concerns were raised because the turkeys are overrunning the area, at least partly because of ground feeding by some residents. The sense of the meeting was unanimous in favor of stopping ground feeding. Lee Charlton will investigate rules of the condominium regarding ground feeding and send the results to Allen.
4. **Road conditions.** The town is responsible for tarring the area on top of Long Hill Road, which is badly damaged. Tuck Crocker will contact the town about repairing that part of the road.
5. **Hunting.** A hunter removed the chain blocking vehicles from the upper path and began hunting turkeys. Allen will make sure that the chain is padlocked so it cannot be removed.

We are able to post against trespassing, vehicles and hunting but we have to do the entire perimeter, at least every 100 feet, equaling about 25 signs to cover the 6,000 feet of the non-conservation easement part of Long Hill Estates. Allen will take care of the posting and work with Tuck Crocker who has posting materials, including a stapler meant for stapling onto trees.

6. **Renters, new owners and rules.** Allen will create and distribute a one-page summary of the most important rules as many owners and renters do not read the LHE By-laws or Handbook of rules.

7. **Invasive plants in community garden.** Faith Hanson told Allen about the invasive plants growing in the old community garden. The concern is that they will spread to other areas here. Allen will discuss with Diana/JW to remove them. Charles Pendleton volunteered equipment he has for uprooting the plants as long as someone provides a truck. To be discussed: Possibly removing the fence at the same time. Owners at the meeting expressed agreement in getting rid of the plants, and possibly the fence as well.
8. **Condo fee.** Marilyn Britton reported that some people paid \$270 this month and therefore have a \$10 credit, since the new fee doesn't start until July 1 (new fiscal year). She will supply a list of over-payers to Allen who will alert them to take \$10 off their next payment.
9. **Yard sale.** Annagreta Swanson raised the question of a yard sale and Charles Pendleton asked about a community barbecue. They'll work together on the possibilities.
10. **Parking at LHE.** Allen asked if anyone had problems with parking at the kiosk; one person had had problems once. He reminded people of the 2-hour limit for on-street parking and the need to be aware of blocking driveways or narrowing the road by parking opposite another car. He also suggested people ask a neighbor if they can park in their driveway temporarily. The Board recognizes that parking will grow into more of a problem as more people move in with multiple cars. Allen will send out an email asking for a committee to discuss the parking problem.
11. **Dumpster.** Allen asked for suggestions on preventing dumpster overload: Ideas shared were:
 - (a) Get rid of the dumpsters entirely and have people use the town recycling center (\$5 yearly fee per car).
 - (b) Have 2 dumpsters for trash and none for recycling.
 - (c) Have 1 larger trash dumpster, no recycling.
 - (d) Install cameras to catch offenders who overload dumpsters or misuse them.
 - (e) Start with an email asking the community for help and cooperation regarding care and mindfulness in sorting trash and not overloading a dumpster when moving in, moving out, or cleaning out a garage.
 - (f) Have people go directly to MDS or the town recycling center for recycling.
12. Expression of gratitude to Allen for his time and effort.
13. Meeting adjourned by unanimous vote at 12:20 p.m.

RESOLUTION FOR DISPOSITION OF ANY EXCESS REVENUE OVER EXPENSES

FOR

FISCAL YEAR ENDING JUNE 30, 2022

RESOLVED: That any excess of membership income over membership expenses for the year ending June 30, 2022 shall be applied against subsequent tax year member assessments as provided by IRS Revenue Ruling 70-064.

MOTION To Be MADE FOR PLACEMENT OF CHILDREN'S PLAYSET

By Sharon Bailly (Unit #6) and the playground committee:

That a playset (also known as a swingset) be set up at Long Hill Estates common area, at a location East or North of the tennis court, sheltered as much as possible from the sight and sounds of condominium units, and paid for and overseen voluntarily, without any increase in condo fees.

**Long Hill Estates Condominium Association
Profit & Loss Budget Performance
March 2022**

	Mar 22	Budget	\$ Over Budget	Jul '21 - Mar 22	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Assessments							
Owner Base Monthly	<u>6,750.00</u>	<u>9,720.00</u>	<u>-2,970.00</u>	<u>87,340.00</u>	<u>87,480.00</u>	<u>-140.00</u>	<u>116,640.00</u>
Total Assessments	<u>6,750.00</u>	<u>9,720.00</u>	<u>-2,970.00</u>	<u>87,340.00</u>	<u>87,480.00</u>	<u>-140.00</u>	<u>116,640.00</u>
Investments							
Interest Earned	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8.13</u>	<u>0.00</u>	<u>8.13</u>	<u>0.00</u>
Total Investments	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8.13</u>	<u>0.00</u>	<u>8.13</u>	<u>0.00</u>
Miscellaneous							
Other Income	<u>0.00</u>	<u>580.00</u>	<u>580.00</u>	<u>580.00</u>	<u>580.00</u>	<u>0.00</u>	<u>580.00</u>
Total Miscellaneous	<u>6,750.00</u>	<u>9,720.00</u>	<u>-2,970.00</u>	<u>87,928.13</u>	<u>87,480.00</u>	<u>448.13</u>	<u>116,640.00</u>
Gross Profit	<u>6,750.00</u>	<u>9,720.00</u>	<u>-2,970.00</u>	<u>87,928.13</u>	<u>87,480.00</u>	<u>448.13</u>	<u>116,640.00</u>
Expense							
Administrative							
Accounting Services	0.00	41.66	-41.66	40.00	374.94	25.06	500.00
Bank Service Charges	0.00	6.25	-6.25	11.50	56.25	58.75	75.00
Bookkeeper	120.75	20.00	100.75	785.77	180.00	605.77	240.00
Insurance	0.00	1,458.00	-1,458.00	18,524.00	13,122.00	5,402.00	17,500.00
Legal Fees	0.00	100.00	18.33	81.67	804.58	164.97	639.61
Miscellaneous	0.00	25.00	-25.00	58.00	225.00	-167.00	220.00
Office Supplies	0.00	4.16	-4.16	0.00	37.44	-37.44	300.00
Postage	0.00	2.08	-2.08	0.00	18.72	-18.72	50.00
Taxes							
Total Administrative	<u>220.75</u>	<u>1,575.48</u>	<u>-1,354.73</u>	<u>20,401.35</u>	<u>14,179.32</u>	<u>6,222.03</u>	<u>18,910.00</u>
Buildings							
Painting	0.00	916.66	-916.66	7,500.00	8,249.94	-749.94	11,000.00
Pest Control	0.00	112.50	-112.50	0.00	1,012.50	-1,012.50	1,350.00
Repairs/Maintenance-Labor	0.00	500.00	-500.00	8,310.00	4,500.00	3,810.00	6,000.00
Repairs/Maintenance-Materi...	0.00	216.66	-216.66	3,936.00	1,949.94	1,986.06	2,600.00
Roof Replacements	12,500.00	3,333.33	9,166.67	12,500.00	29,999.97	-17,499.97	40,000.00
Total Buildings	<u>12,500.00</u>	<u>5,079.15</u>	<u>7,420.85</u>	<u>32,246.00</u>	<u>45,712.35</u>	<u>-13,466.35</u>	<u>60,950.00</u>
Funding of Funds							
Capital Replacement Fund	<u>0.00</u>	<u>2,470.00</u>	<u>-2,470.00</u>	<u>0.00</u>	<u>22,230.00</u>	<u>-22,230.00</u>	<u>29,640.00</u>
Total Funding of Funds	<u>0.00</u>	<u>2,470.00</u>	<u>-2,470.00</u>	<u>0.00</u>	<u>22,230.00</u>	<u>-22,230.00</u>	<u>29,640.00</u>

**Long Hill Estates Condominium Association
Profit & Loss Budget Performance
March 2022**

	Mar 22	Budget	\$ Over Budget	Jul '21 - Mar 22	YTD Budget	\$ Over Budget	Annual Budget
Grounds Maintenance							
Bed Maintenance	0.00	479.16	-479.16	896.70	4,312.44	-3,415.74	5,750.76
Fall Cleanup	0.00	128.33	-128.33	1,540.00	1,154.97	385.03	1,540.00
Fertilization	0.00	460.00	-460.00	6,907.56	4,140.00	2,767.56	5,520.00
Mowing	0.00	0.00	0.00	6,990.00	3,999.99	2,990.01	8,000.00
Spring Cleanup	0.00	275.00	-275.00	0.00	2,475.00	-2,475.00	3,300.00
Tree/Shrub Maintenance	0.00	166.66	-166.66	60.00	1,499.94	-1,439.94	2,000.00
Total Grounds Maintenance	0.00	1,509.15	-.1,509.15	16,394.36	17,582.34	-1,187.98	26,110.76
Reconciliation Discrepancies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roads & Winter Maintenance							
Other Winter Maintenance	75.00	418.35	-343.35	825.00	2,510.00	-1,685.00	2,510.00
Plow, Sand & Shovel	3,995.00	1,666.70	2,328.30	3,995.00	10,000.00	-6,005.00	10,000.00
Roads & Driveway Maintena...	1,100.00	583.35	516.65	1,563.24	3,500.00	-1,936.76	3,500.00
Total Roads & Winter Mainten...	5,170.00	2,668.40	2,501.60	6,383.24	16,010.00	-9,626.76	16,010.00
Utilities							
Electricity	83.54	91.66	-8.12	735.27	824.94	-89.67	1,100.00
Trash Removal	315.00	310.00	5.00	2,810.00	2,790.00	20.00	3,720.00
Water - Hydrants	0.00	0.00	0.00	138.60	150.00	-11.40	200.00
Total Utilities	398.54	401.66	-3.12	3,683.87	3,764.94	-81.07	5,020.00
Total Expense	18,289.29	13,703.84	4,585.45	79,108.82	119,478.95	-40,370.13	156,640.76
Net Ordinary Income	-11,539.29	-3,983.84	-7,555.45	8,819.31	-31,998.95	40,818.26	-40,000.76
Other Income/Expense							
Other Income							
late fee	20.00		100.00				
Total Other Income	20.00		100.00				
Net Other Income	20.00	0.00	20.00	100.00	0.00	100.00	0.00
Net Income	-11,519.29	-3,983.84	-7,535.45	8,919.31	-31,998.95	40,918.26	-40,000.76

**Long Hill Estates at Peterborough, a Condominium
Budget for 2022-2023**

Income

Assessments

Owner Base Monthly	\$280.00	Balances: People's United Bank 4/26/22
Total Assessments/Income	\$120,958.00	

Expense

Administration

Accounting Services	400.00	Cap Replacement: \$88,621.08
Bank Service Charges	75.00	Checking: \$42,499.87
Bookkeeper	1,800.00	Working Cap: \$25,335.72
Insurance	19,600.00	Total Assets: \$156,456.67
Legal Fees	0	
Miscellaneous	295.00	
Office Supplies	250.00	
Postage	50.00	
Taxes	0	
Total Administration	\$22,470.00	

Buildings

Painting	6,000.00
Pest Control	1,000.00
Repairs/Maintenance/Labor	7,000.00
Repairs/Maintenance/Materials	3,000.00
Roof Replacement (1 building)	44,000.00
Total Buildings	\$61,500.00

Funding of Funds

Capital Replacement Fund	\$29,640.00
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Grounds Maintenance

Bed Maintenance	6,000.00
Fall Cleanup	1,620.00
Fertilization	8,668.00
Mowing	8,400.00
Spring Cleanup	3,470.00
Tree/Shrub Maintenance	3,000.00
Total Grounds Maintenance	\$31,158.00

Roads/Winter Maintenance

Other Winter Maintenance	2,500.00
Plow/Sand/Shovel	10,500.00
Roads/Driveway Maintenance	2,000.00
Total Roads/Winter Maintenance	\$15,000.00

Utilities

Electricity	1,150.00
Trash Removal	3,840.00
Water – Hydrant	200.00
Total Utilities	\$5,190.00

Total Expense	\$164,958.00
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LONG HILL ESTATES at PETERBOROUGH, a CONDOMINIUM

NOMINATION FORM

May 29, 2022 the membership will be
electing the following to the Board of Directors:

ONE UNIT OWNER TO FILL A THREE-YEAR TERM

Should you wish to nominate someone prior to the meeting,
please do so by using this form and submitting it to the
Board before the meeting.

This same form may be used for self-nomination.

Nominations may also be submitted on the floor,
at the meeting, verbally or in writing
up until the time the election takes place.

Nominators must be unit owners.

NOMINEE FOR 3-YEAR TERM:

_____ UNIT # _____

NOMINATED BY:

_____ UNIT # _____

**PROXY STATEMENT
ANNUAL MEETING**
Long Hill Estates at Peterborough, a Condominium

I/We _____ and _____ of
Unit # _____, being member(s) in good standing of Long Hill Estates at
Peterborough, a Condominium, under the provisions of the duly recorded legal
instruments governing the community, do hereby grant my/our proxy to:

(name)

(address)

For the purpose of establishing a quorum and for any other business that
may come before the Association at the Annual Meeting of Long Hill
Estates at Peterborough, a Condominium on **May 29, 2022 at 4 p.m.,**
Peterborough Town Library, Peterborough, NH. This proxy carries full
right for the proxy holder to cast his/her vote(s) as he/she feels fit. This
proxy revokes any and all proxies previously assigned; personal appearance
at the Annual Meeting will negate this proxy.

Date Signed _____

NOTE: In the event more than one individual appears on the deed, ALL such individuals must sign this proxy form.

Unit Owner Signature

Unit Owner Signature

Unit Owner Printed Name

Unit Owner Printed Name

Unit address _____

Note: *ONLY this EXACT FORM can be used for a proxy from your unit. Copies will not be accepted.*

AFFIDAVIT
ANNUAL MEETING
May 29, 2022

We hereby certify that notice of the Annual Meeting of Long Hill Estates at Peterborough, a Condominium was mailed to all unit owners at their addresses of record via 1st class mail

OR

handed directly to owners at the direction of the Board of Directors by an owner who concurrently received a signature of acceptance from each recipient; both methods according to the requirements of RSA 356B and the By-Laws. The list of owners is attached to this affidavit.

Signed _____

Allen Hollander
President of the Board of Directors

_____ Date

Signed _____

_____ Date

Witness _____

_____ Date

UNIT OWNER CHECK SHEET
LONG HILL ESTATES at PETERBOROUGH, a CONDOMINIUM
May 29, 2022 – ANNUAL MEETING
Verification – delivery of annual meeting packets to owners
(All addresses are unit # Long Hill Estates -- Exceptions listed)

<u>UNIT #</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
1	Ravi Both & Amy Spitzfadden		_____
2	Laurel Peterson hold coupons)	6383 Caminito del Pastel San Diego, CA 92111	_____
3	Ed & Jean Wright		_____
4	Gavin Hayes		_____
5	Diane Buchholz		_____
6	Sharon Bailly		_____
7	Elizabeth Charlton		_____
8	Carle Partridge		_____
9	Glen & Annagreta Swanson		_____
10	Joan Jansen		_____
11	Charles & Barbara Pendleton		_____
12	Maura Scanlon		_____
13	Allen Hollander		_____
14	Nouna Kettaneh hold coupons)	42 Pine Hill Rd Hollis, NH 03049	_____
15	Brenda Salmonson		_____
16	Marilyn Britton hold coupons		‘ _____

UNIT OWNER CHECK SHEET
LONG HILL ESTATES at PETERBOROUGH, a CONDOMINIUM
May 29, 2022 – ANNUAL MEETING
Sign-in sheet to verify quorum
(All addresses are unit # Long Hill Estates -- Exceptions listed)

<u>UNIT #</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
1	Ravi Both & Amy Spitzfadden		
2	Laurel Peterson	6383 Caminito del Pastel San Diego, CA 92111	
3	Ed & Jean Wright		
4	Gavin Hayes		
5	Diane Buchholz		
6	Sharon Bailly		
7	Elizabeth Charlton		
8	Carle Partridge		
9	Glen & Annagreta Swanson		
10	Joan Jansen		
11	Charles & Barbara Pendleton		
12	Maura Scanlon		
13	Allen Hollander		
14	Nouna Kettaneh	42 Pine Hill Rd, Hollis, NH 03049	
15	Brenda Salmonson		
16	Carl Sr. & Marilyn Britton		
17	NH Ball Bearings	Cyndy Demers NHBB 175 Jaffrey Road Pet. NH 03458	

18	William Lutz	P.O. Box 750 Peterborough, NH 03458	_____
19	Mike & Patti Lindert	310 Capital St. Wisconsin Dell, WI 53965	_____
20	Emil & Alverta Petrovick		_____
21	Nancy Clarke		_____
22	Faith Hanson & Joan Butler		_____
23	Anne Meiklejohn	19 Evans Circle Keene, NH 03431	_____
24	Sonya LeClair		_____
25	Sharon Smith		_____
26	Carol Petersen		_____
27	Michael & Cathy Merera		_____
28	Ann Thayer		_____
29	Jim & Michelle Bilodeau		_____
30	Linda Buxton		_____
31	Katie Mercier Noe		_____
32	Diana Griffin		_____
33	Muzzammal Alvi, Duresmeen Berki		_____
34	Alejandro & Regina Andres		_____
35	Ann Lammers		_____
36	Augustus Crocker & Lisa Gendron		_____

<u>UNIT #</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
17	NH Ball Bearings (hold coupons)	Cyndy Demers NHBB 175 Jaffrey Road Pet. NH 03458	_____
18	William Lutz	P.O. Box 750 Peterborough, NH 03458	_____
19	Mike & Patti Lindert	310 Capital St. Wisconsin Dell, WI 53965	_____
20	Emil & Alverta Petrovick		_____
21	Nancy Clarke		_____
22	Faith Hanson & Joan Butler		_____
23	Anne Meiklejohn	19 Evans Circle Keene, NH 03431	_____
24	Sonya LeClair		_____
25	Sharon Smith		_____
26	Carol Petersen		_____
27	Michael & Cathy Merra	10 Nathaniel Dr. Amherst, NH 03031	_____
28	Ann Thayer		_____
29	Jim & Michelle Bilodeau		_____
30	Linda Buxton		_____
31	Katie Mercier Noe		_____
32	Diana Griffin (hold coupons)		_____
33	Muzzammal Alvi, Duresmeen Berki		_____
34	Alejandro & Regina Andres (hold coupons)		_____
35	Ann Lammers		_____
36	Augustus Crocker & Lisa Gendron (hold coupons)		_____

Hi Katie!

If you can't attend the 5/29 LHE Annual Meeting, could you please fill out the PROXY STATEMENT (last page in packet) and deliver to whoever you choose.

If assigning the Proxy to me: You can snail mail, or email a pdf, or photo – or drop it on my porch.

- If you're assigning your Proxy to me, please write in:
 - "Allen Hollander, 13 Long Hill Rd"
 - Also, please write onto that proxy form if you vote YES – or – NO – or - ABSTAIN on the motion to set up a small children's play area behind the tennis court

Thanks!

Allen Hollander
13 Long Hill Rd
Peterborough, NH 03458
HollanderA@earthlink.net
603.491.4158