

LONG HILL ESTATES CONDOMINIUM ASSOCIATION

Minutes of Board of Directors Meeting

November 8, 1999

A Meeting of the Board of Directors of the Long Hill Estates Condominium Association was held on Monday, November 8, 1999 at 15 Long Hill Estates, Peterborough, NH.

Present: Directors Marilyn Britton, Tom Herman and Robert Lowmidge called Ted DeLeon of Cardinal Management, Green Forest representative, T. J. Forest and Mark Villanovort representing Town of Green Chamblaine were present for the landscaping part of the meeting.

Absent: None

Call to Order

The meeting was called to order at 7:00 pm by Marilyn Britton.

Review - Approval of Minutes

October 12, 1999 amendments

After discussion a Motion was made and seconded that the minutes were accepted as the amendments requested were complete and detailed in the 10-20 minutes. All in favor motion passed.

October 26, 1999 Minutes

A Motion was made and seconded to accept the minutes as written. All in favor Motion passed.

Old Business

Bill and True Green Chem Lawn Year 2000 contracts.

Fall water and summer contracts with T. J. Forest were discussed.

a) A bid prepared for the summer contract was provided for budget preparation purposes. Contract award deferred.

c) The winter contract was accepted with one addition:

Snow plow charges at no cost will be provided in spring and in late seeding.

d) Extra expenses were reviewed as follows:

1999

pine tree lower limb trimming	\$ 85.-
completed pine tree trimming	\$ 352.-
cutting back brush, foam and seed at upper Long Hill Rd	\$ 356.-

2000

tennis court walls loaned/seeded	\$ 645.-
replace worn sprinkler heads	\$ 950.-

It was moved, seconded and unanimously approved to accept the winter contract including the above referenced expenses. The contract was then signed by Marilyn Britton.

c) The fertilization bid was reviewed. A Motion was made and seconded to award the contract to TrueGreen Chem Lawn. All in favor. Motion passed.

and Wanda's individual sewage system and in starting completion. Marilyn reported that the preferred Vermont contractor will be the contractor of the means which the town pays to the sewer system had been open by the end of the month. She also reported that, although the re-routing of the run-off from the sewer to the cul-de-sac toward 94-102 had been completed, the road had not been returned to its original condition where the excavation had traversed. The surface was left a berm and a "speeding" was agreed to instruct the town to rectify this situation. Action - Cardiff to advise the town of this and advise them to complete the job properly.

Other questions

a. Definition of "common areas"

Cardiff had investigated whether the definition of common property and unit owners property regarding pipes within the unit was properly worked in the by-laws. She found the by-laws to be correct.

b. Ninth and twelfth amendments to the by-laws, articles 1 and 18

In the description of the property, this limitation was noted and Cardiff has investigated it. She reported that the definition of the "Club" in item at the 18th amendment's General was correct and had been updated to the 19th. Cardiff found no record of this at the Hillsboro, Vermont, Registry. Action - Marilyn will contact Marilyn and ask her to take care of this.

9. Annual and Monthly Management reports and amendments for 1995-1996

The amendments dealt with collection of rental working capital funds and satellite dues, turning out of documentation for a final report of all owners had been postponed. The decision was made to have Cardiff bring the document up at the December Board meeting or review prior to meeting. Action - Cardiff will provide the documentation for the December Meeting of the Board of Directors.

Generator Installation report

There was further action of the request presented in October to allow installation of a stand-by generator to serve units 15, 16, and 21. After review, a Motion was made and seconded to approve the installation as presented, provided that all associated expenses and liability is assumed by the referenced unit owners and that full installation instructions are precisely followed. All in favor Motion passed. Action - There will be the necessary documentation.

Rules to be published

After considerable discussion and clarification as to the purpose of this booklet it was decided that this will be done as expeditiously as possible and represent a somewhat preliminary version to be refined and repeated in succeeding versions. Action - The Directors will present our edited copy to Cardiff for printing and distribution at the January association meeting.

Newsletter

This item was deferred until spring 2000.

Chesed-tronm Auditoria board

Cardiff has located such a board which will cost no more than \$300.00 installed at the daily rates. A Motion was made to ask Cardiff to procure this item and have it installed. Motion was seconded. All in favor Motion passed.

Action: Cardiff to proceed with this.

Brief Discussion of Legislative Association Records in Peterborough

This item was deferred indefinitely.

New Business

Capital Reserve Analysis Report

Ed provided copies of this report to the directors for their study and had us through the report with a brief discussion.

Budget Work

Cal handed out a draft of the 2000 budget. A Discussion of this item followed during which Cal marked in some changes. The draft as marked up in this manner was left with the Directors for them to work out the preliminary budget to be discussed at the December Meeting.

Management Report

Cal handed out the consolidated Balance Sheet and the Monthly Management Report for study on the part of the Directors.

Other Business

None.

Management Report Presented

Cardiff handed out the computerized financial reports for the month ending October 31, 1998. The management report was also provided by Cardiff.

Adjournment

Meeting adjourned at 10:00 p.m.

Next Board of Directors Meetings

December 8, at 7 PM 1998. Call 16

Respectfully submitted

Tom Forman, Clerk

11/30/98

Date