

LONG HILL ESTATES CONDOMINIUM ASSOCIATION

Minutes of April 19. Board of Directors Meeting

Present: Marilyn Britton, Tom Forman, Rob. Trowbridge

Call to Order

The meeting was called to order at 9:55

Reviews/Approval of Minutes

The Minutes of the January 10, January 25 and February 14 meeting were accepted as written.

Old Business:

Generator installation procedure

Tom had written a preliminary draft. Review tabled for next meeting

Broken Sewer Pipe

Marilyn will write a letter to the Insurance Co. of M. Huot with a copy of the invoices. It was noted that this is in Cardiff's possession and major cost item for final settlement with them!

Trash Contact

Rob has signed the agreement effective 4.6.00 and will check with the Company when this expires.

Owner's ballots on 2 remaining amendments to by-laws. Marilyn will attach fresh ballots to Ed Juengst's invoicing envelopes.

Review of records

Rob has given the financials for 7/99 - 12/99 from the bank to Ed Juengst who is in process of sorting them out for IRS filing.

Review of financial records

Ed states that Condo IRS matters are simple to handle and seems to have this in hand.

Letter to CAI and Attorney General

Tom has written this and it was finally reviewed with Brad. Brighton during the meeting and revised form will be mailed out this day or next. Decided to leave it unchanged in view of recent court summons generated by Cardiff.

New Business

Small Claims Court & Cardiff termination.

Marilyn has received a citation from the court for a settlement sum of over \$ 3000.- with complaints about improper termination of contract. We need to respond with counterclaims by May 15 and then a date for the hearing will be set. Discussed this with Brad Brighton over the phone. Data as to our

costs and other background in preparation for the hearing will be put together after a meeting with Brad on the 27th. 9:00 AM in his office.

Treasurers Report

Rob reported that he is working with Ed. Juengst to revise the budget especially for tax purposes. He will also identify items of cost increases we had due to Cardiff not working through March and not returning our records.

Elect Board Officers

It was moved, seconded and unanimously approved that: Marilyn Britton will be president, Rob. Trowbridge treasurer and Sandya Kale clerk with Tom Forman assistant clerk. Tom will meet with Sandy and arrive at the most opportune days for her to work with the board. Monday PM and Thursday were identified as good days for a fixed time for our monthly meetings.

Roof Replacement Bids

Rob talked to Melanson on the phone and was told that we shall have their bid by the middle of next week. We briefly reviewed Tony Nichol's bid of \$ 18,600.

Calendar for Monthly Board Meetings

This was deferred to the meeting after seeing the lawyer on the 27th. when Tom will have had his conversation with Sandya Kale.

Create List of all Mortgage Holders

Tom to draft a letter for inclusion in the May invoices.

Review Painting Agreement

We had accepted Tim Goodrich's proposal for painting. The issue of painting the window frames, formerly held to be plastic and replacement of downspouts will still be discussed with him by Marilyn.

Review of Consulting Agreement with Linda Fisher

Marilyn and Tom reported their conversation with Linda and the board agreed that the informal agreement of \$ 35.- per hour was satisfactory for the time being.

Review Building Maintenance Contractor Agreement - Tony Nichols

It was agreed to notify owners that any problems should be coordinated by the board of directors. They will be free to call any of us and we shall then coordinate the work with Tony. His number is 924 4307.

Review Land Maintenance Management

Our new company is "Associated Landscapers" (924 9009) Joe Chandler is the person to talk to. It was decided that the damage to the irrigation system and lawn in front of unit # 21, reseeding near dumpster where the town had dug up the ground and other possible areas needed to be discussed with them from a cost point of view, since these were not foreseen in the present contract.

Other Business

By-Law change to make leases included a paragraph about following condo by-laws

This item was tabled for the time being, to be brought up at next meeting.

Fran Huntely's question

Fran had asked at the annual meeting whether owners can buy shrubs for front of unit. It was decided that Tom will be the board of director's ex officio member of Fran's landscaping committee and discuss this and other matters he has in mind with them, pending their willingness to go along with this. He feels that the landscaping committee should be charged with working closely with the landscaping contractor and identify items of cost to be added to their contract if needed or charged to owners. We questioned whether a bylaw change is needed to allow owners to create plantings. This all needs to be coordinated. Some owners now are planting flowers and small shrubs which is against the present by-laws.

Questions for Linda Fisher from Annual Meeting

1. Who is responsible for the maintenance and proper working of sump pumps.
2. Proper way of handling requirement for following condo rules to lease agreements.
3. Could we continue to allow owners to plant without by-law change.
4. Could she speak to Ed Juengst whether he needs her help.

Adjournment

Meeting adjourned at 10:30 AM

Respectfully submitted

T. H. Forman

Thomas H. Forman, clerk