

# LONG HILL ESTATES at PETERBOROUGH, A CONDOMINIUM ASSOCIATION

## BOARD MEETING AGENDA for October 17, 2024, 5:00 PM ET

Location Remote: <https://meet.google.com/wqj-nixn-wvv>

### Community Comments

The first 15 minutes is open to Community Comments. No minutes are taken. No board decisions are made. The Community Comments section of the meeting is closed when there are no further comments or at the 15-minute mark.

### Open Board Meeting

Welcome.

Accept minutes of 2024-09-19 meeting.

Board thank you to organizer Dianna Griffin and all who helped make a successful Block Party.

Visit from Peterborough Fire Chief Ed Walker to discuss smoke and carbon monoxide detectors.

### Old Business: Completed Since Last Board Meeting

- 1) Chimney inspection/cleaning
- 2) Dryer vent inspection/cleaning
- 3) Fidelity bonding: Ray spoke w/insurance company. Insurance covers fraud. Coverage amount to be increased during next insurance renewal cycle.

### Old Business: In Progress

- 1) Review road and driveway crack sealing quotes received
- 2) Door replacement committee (*Maura coordinating*)
- 3) Review and update the Capital Improvement documentation in the M&T Bank safety deposit box and the spreadsheet (*Ray and Beth reviewing*)
- 4) Contract for painting contractors (*Maura/painting*)
- 5) By-law changes (fiscal year and non-owner-occupied restrictions):
  - committee being formed, looking for more members
  - legal counsel advice is to be as clear as possible and be sure it is recorded.
- 6) Bank discussions: Discussing interest-bearing options for funds. (*Beth&Ray*)
- 7) Assess any pre-winter maintenance
- 8) Email and post Fall Newsletter

### New Business

#### Planned October Tasks

- 1) Clean gutters (Doug) on buildings that need it especially 7, 8, & 9 after oak leaves are down.
- 2) Accomplish any pre-winter maintenance.
- 3) Make sure the Board of Directors knows how to access a unit in an emergency.  
Review the LHE Confidential contact list information.
- 4) Review snow removal expectations with contractor:
  - Text Board in advance of arrival? (*Beth checking w/Diana*)
  - If/when sunroom edge scraping to be done, salt? Sand? Etc.

#### Planned November Tasks

- 1) Insurance: Review Insurance bid from HUB International
- 2) Be sure snow-plow driver has set up snow removal markers for the season.

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### **Queued Business**

- 1) Patio settling and flooding. Tabled 2024-07-18 for spring 2025 capital expense.
- 2) Improvement to entrance at bottom of hill. Tabled 2024-07-18
- 3) Review of Capital Reserve accounts. Tabled 2024-07-18 until Sept/Oct meeting.