

**Longhill Estates Condominium Association
Board of Directors Meeting
MON, Sept. 18 th, 2000**

Call to Order: The meeting was called to order by MB at 10:10 am.
Present: Rob Trowbridge, Marilyn Britton, Tom Forman.
Guest: John Spooner
Minutes: Sandhya Kale, clerk

Review of previous minutes:

- 7/6/2000: Reviewed & Approved as written with all the attachments.
- [Amendments approved as attached]. Though a comment was made re. use of initials being confusing.
- Clerk will use full names instead of initials.

Old Business:-

- 1) Landscape Proposal--Proposal is formalized with the understanding that sanding will remain at \$125 per pass episode. It will include a shoveled path to Gas tanks area. [Mr. Keith Dupuis c/o Mountainshade.....]
- 2) Court case update--BOD had requested Judge for clarification of his orders on getting LHE's records from Cardiff management. He has responded that Cardiff must deliver LHE's records to us in 'Here'. (attachment#1)
- 3) Contractor items-- BOD prepared a list for the contractor. It has been reviewed and approved. (attachment#2)
- 4) Painting the RED doors Tim Goodrich will paint front red doors on bldgs # 1,3, 5 and 7 asap this Fall. these doors are sheltered so they can be any damp or sunny day.
- 5) Propane Gas Prices-- Keene Gas Co. promised us a concession in price [30 cents cheaper than residential prices] (attachment#3)
- 6) SB 105-- Rob Trowbridge will be working on this. tabled for the next meeting.
- 7) Electrical Dryers--Postponed to the next meeting
- 8) Road Maintenance update--Estimate for this item from Matthewson is for \$900 for sealing the cracks in road and driveways. After the discussion vote came as 'Request Matthewson to fill most needy cracks with \$ 500 per season, with particular attention to main hill area. [A letter has been sent accordingly.] (* Attachment)

- 9) Filing materials with clerk.- corospondance with Unitowners, Mortgage forms, leases etc.

Request following reports from unitowners for records file

- i) Fireplace ? type?
- ii) Mortgage forms
- iii) Inspection reports on fireplaces, furnaces.(Attachment)

Will call U.O.s individually if any deficiency in records.

Marilyn B. to formulate an official letter regarding the transfer of Condo fee obligation is responsibility of the seller on the date of Sell.

Association file for 2000-Bylaws/Amendments and other common stuff

- 10) Jane Morrissey's [#10] letter- Reserved for Executive' meeting.
- 11) Unit #20 Screen door damage report- Matters handled by Unitower on his own.Damage was not from the powerwash.Police report has been done by Marilyn B. pres./BOD.
- 12) Painting of # 34 front door- Marilyn Britton to send a letter to U.O. [A.M.] Painter has painted the door without any charges.

New Business:-

- 1) Treasurer's Report - for the month of Aug,2000 presented by Rob. Trowbridge. 'Info for Aug 2000 by Accountant dated 09/06/00 ' was officially entered. Future BOD meetings will be planned after 15th of the month so that Accountant's report will be the most currant one.(Attachment)
- 2) status of special assement by unit- all but one are all paid.
- 3) IRS news-As of the meeting date we haven't received any corospondance.But as per report, received by accountant 'IRS does not record any filing since Jun.97' (Attachment)
- 4) Property projects-
 - a) Vegetation problem around #28: Owner has taken care of it.
 - b) Pruning:Accoding to Tom Forman-Pruning has been done .Landscapers have done an acceptable job.
 - c) Unit #32 Patio Drainage decision: BOD is not prepared to attempt any changes at this time . A letter will be sent to the owners .
 - d) Seeding in front of #28:It will be done in spring along with any plough damage that needs to be repaired. Tom Forman ,will you please advise landscapers to add it to their list?

- e) Back steps #10: Added to the list of fall work for Tony. Tony to review and repair or replace as appropriate.
 - f) Lamp posts :Tom Forman stated that these need maintenance. One near #28 is not working. Tom Forman will either take Tony's advice or will work on it himself.
 - g) Unit #2: Rotted boards-added to Tony's list.
 - h) Liming of grass area (excluding the large field): for\$ 473. As per TrueGreen's estimate. BOD okayed it.
 - i) Sunroofs of #9,16, and #28: to be checked for leaks -added to Tony's list. (Dave Lebanon of Sunbow construction-603 654 5171- to contacted for info re. previous reports of repair) (Attachment)
 - j) Tennis courts plastics: Possible removal of plastic sheets from tennis court paths. Marilyn has removed some portion of southern path. She requested Tom if landscapers would finish the job.
 - k) Front and Rear gutters extensions are being repaired or replaced as needed. -Added to Tony's list.
- 5) Anrik proposal-BOD voted to accept their proposal of 'spring 'starting and ' fall' shutdown with one maintenance visit during the middle of every summer.
Spring opening- \$65/hr with one working day.
Maintenance - \$55/hr ,three or four hrs.
Fall closing - \$85/hr with five hrs of work.
Beyond that we will call them if any 'emergency' arises. (Attachment)
- 6) Bylaw index and 'Rules'- Tabled to executive session.

Other business:-

Bylaw books discussed. Extra copies for new ones. Lost old ones.

Meeting was adjourned at 11:30 am.

Next meeting will be held on Mon. Oct. 16th, 2000 at 2:00pm.