

Long Hill Estates Condominium Association

ANNUAL MEETING OF UNIT OWNERS

September 27, 1998

MINUTES

The Annual Meeting of Unit Owners of the Long Hill Estates Condominium Association was held on Sunday, September 27, 1998 at the Monadnock Hospital, Peterborough, NH.

Present: Board Members Jonathan Hampson, Amy Myhaver and George Austermann; Cal and Ted Davison of Cardiff Management, Inc., and nine (9) members of the Association in attendance and seven (7) represented by proxy.

Roll Call

The members in attendance signed in on a form prepared for that purpose. Those holding proxies made the appropriate notation on the sign-in form.

Call to Order

President Jonathan Hampson welcomed all, called the Meeting to order at 2:07 p.m. and invited all to refreshments served.

Validation of Proof of Notice of Meeting

President Hampson verified that all unit owners of record were forwarded the Notice of the Annual Meeting as required by statute.

Validation of Quorum

There being nineteen Unit Owners represented either by attendance or proxy, it was confirmed that the Quorum requirements of at least 33 1/3% of Unit Owners had been met.

Report of the President

President Hampson then presented the President's Report, a summary of which is included as an attachment to these minutes.

Report of the Treasurer

In the absence of Treasurer, Whalen Dunn, a brief Financial Report of the year ended June 1998 and year to date for the current fiscal year was presented by Cal Davison of Cardiff Management, Inc. This also is included as an attachment to these minutes.

Election to Board of Directors - One (1) Position

While she had originally submitted her candidacy, Jane Morrissey withdrew her name from consideration. There being one remaining candidate, Jonathan Hampson, he was elected without challenge to a term of three (3) years.

General Questions and Answers

President Hampson then announced the period for general questions from the membership to the Board indicating that, as appropriate, Cal and Ted Davison would assist with answers. He further reminded that any issues would be acknowledged, but any discussion or debate would take place, if required, at later dates, as appropriate.

While most questions were simple, general and without impact, there were some concerns raised for which the Board will review further for appropriate action, including but not limited to:

- a) Some purchasers were not given copies of the governing documents at point of P&S or sale.
Comment: Seller is mandated to provide to buyer. Suggest people go to whomever handled sale to request copy. Must insure copies received are those recorded; can be validated by book and page number notation on side of each page.
- b) Who owns which part of the property. Lack of documents source of question/confusion.
Comment: Board will review further.
- c) Can Police be asked to periodically patrol area?
Comment: Generally, while they can be asked, they patrol those areas where there have been calls, trouble, etc. Therefore, in any instance where a resident notes suspicious behavior, loud noises at inappropriate times, Police should be contacted.
- d) Who is responsible for rule enforcement?
Comment: Board and Management are responsible. However, it is impossible for either to note all violations, regardless of how often the property is inspected, etc. Therefore, all residents and owners should report any violations noted. As a matter of course, the person reporting the violation is not made known to the violator when management writes to the violator in regards to the rule requirements.
- e) Is it possible to have a Victory Garden anywhere on the property?
Comment: Board will review legal issues, costs, watering options, etc.

- f) Concern that there may be some units leased for less than a year.
Comment: Board and Cardiff will check documents and will appropriately advise absentee Owners.
- g) What is the status of the gas contract?
Board and Cardiff will check and advise in future newsletter.

Adjournment

There being no further business before the body, the Meeting was adjourned at 3:32 p.m.

Respectfully submitted,

**Cal Davison, Scribe
for Amy Myhaver, Clerk**

Date

President's Report

Annual Meeting of Unit Owners

September 27, 1998

Declarant Issues

Will not be completing project.

Lots of work, however, between BOD, Management, Declarant and Town officials taking place to insure all work required of Declarant by Association and Town is completed appropriately. This has been a team effort. Could have been difficult and tedious, but it was instead cordial overall all around.

Agreement reached:

- Drainage behind building #9 will be addressed
- Hill road will be rebuilt
- Area where buildings will not be constructed will be cleared
- Loop road will not be paved, but will be graded
- Will be receiving a cash settlement for future problems that might be noted

In June 1999 Town will be meeting to review all work required and completed by the Declarant. At that time, they will also review with us what portion, if any, of the Letter of Credit held by the Town will be released or hold further.

All members of the Association were reminded that while there are some things we can put on a wish list of sorts, they cannot necessarily be mandated by either the Town or the Association.

Painting

Planned for October.

Trim work all over to be done.

Increase in Fees as of January 1998/Capital Reserve Analysis

Primarily to capital reserve contributions to insure funds are available when required.

In November, Board will be reviewing Capital Reserve Analysis prepared by Cardiff Management.

Roof Leaks

Was an issue of serious concern.

Cardiff has now coordinated successful repairs and so the repeated reports of leaks have ceased.

Cardiff Management - Managing Agent

Cardiff Management, Inc., assumed management of the Association as of April 1, 1998.

They handle day to day tasks associated with Association management, receive general inquiries from membership and any others having questions of the Association.

Cardiff brought skills to the Association that the Board, as volunteers, did not have, but realized were critical. Ted has a significant background in physical property management, Cal great deal of legal knowledge and both overall experience and expertise in all areas of condominium management.

Resignation of Tom Forman

After three years, Tom Forman resigned from the Board in July. The remaining BOD members then invited Jonathan Hampson to accept appointment to complete the term of Tom, through September 1998.

Jonathan thanked Tom and Monica, acknowledging she also sacrificed her time during the period Tom served.

Sales at Long Hill

According to information available, seven (7) units had sold during the year.

Governing Documents

It had recently come to the attention of Management that there appeared to be conflicting sets of governing documents. In that regard, Cardiff had just obtained copies of the recorded documents Hillsborough County Registry of Deeds. These will be reviewed by the Board and Cardiff for appropriate action.

16	Richard Whipple	
17	NH Ball Bearing	pxy M. LANS
18	Jonathan Hampson	present
19	Yi Sang Wood/Mrs. Soon	
20	Mary Lou Miley	proxy - T-H Form
21	Thomas/Monica Forman	Tom & Monica Forman
22	Maureen Humphrey	
23	Richard White	Richard C. White
24	Lynn Campbell	
25	Paul/Helen Liscord	
26	Roger/Irene Sirois	
27	John/Lucile Spooner	John Spooner
28	A.V. Lethco/Mary McDowell	
29	George/Betty Austermann	George S. Austermann
30	Frances Huntley	Frances Huntley
31	Donald/Barbara Crutchley	Donald D. Crutchley
32	Raymond/Alice Goodyear	pxy M. LANS
33	Till-NH, Inc.	
34	James C. Forrest	
35	Carolyn LaBosiere	Jane LaBosiere - proxy
36	Berton/Annie George	Frances Huntley proxy

PROXY

The Long Hill Estates Condominium Association

In accordance with the provisions of the Condominium Act and by way of this Proxy, the undersigned owner(s) of the Unit located as referenced below designates Tom Forman (name of person you are giving proxy to) to attend and to cast all votes entitled to be cast by the Unit Owners of the Long Hill Estates Condominium Association at the Annual Meeting of the Unit Owners to take place on Sunday, September 27, 1998 in accordance with the provisions of the Bylaws of the Association and the Condominium Act.

EXECUTED this 12 day of Sept, 1998.

Note: In the event of more than one individual appearing on the deed, all such individuals must sign this proxy form in order to meet requirements of the New Hampshire Condominium Act.

C. R. Trowbridge

Unit Owner Signature

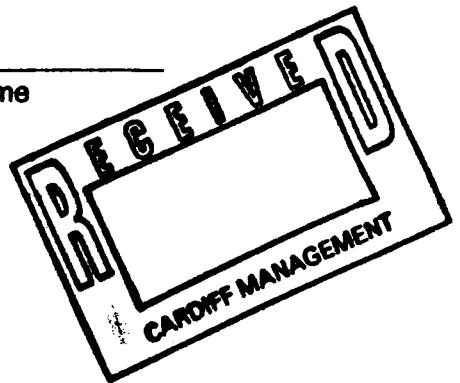
C. R. Trowbridge

Unit Owner Printed Name

15 Long Hill Estates

Unit Address

Pelham NH



Note: As a result of legislation past in 1993, proxy forms no longer must be acknowledged (notarized). However, there is a requirement to validate signatures. Therefore, the Association has developed a system for verifying validity of proxies which includes signature verification and specific form coding.

Therefore, ONLY this EXACT form can be used for a proxy from your unit. Copies cannot be accepted.

PROXY

The Long Hill Estates Condominium Association

In accordance with the provisions of the Condominium Act and by way of this Proxy, the undersigned owner(s) of the Unit located as referenced below designates FRAN HUNTLEY (name of person you are giving proxy to) to attend and to cast all votes entitled to be cast by the Unit Owners of the Long Hill Estates Condominium Association at the Annual Meeting of the Unit Owners to take place on Sunday, September 27, 1998 in accordance with the provisions of the Bylaws of the Association and the Condominium Act.

EXECUTED this 9/26 day of _____, 1998.

Note: In the event of more than one individual appearing on the deed, all such individuals must sign this proxy form in order to meet requirements of the New Hampshire Condominium Act.

BERTON GEORGE
Unit Owner Signature

ANNIE GEORGE
Unit Owner Signature

BERTON GEORGE
Unit Owner Printed Name

ANNIE GEORGE
Unit Owner Printed Name

36
Unit Address

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PROXY

The Long Hill Estates Condominium Association

In accordance with the provisions of the Condominium Act and by way of this Proxy, the undersigned owner(s) of the Unit located as referenced below designates TOM FORMAN (name of person you are giving proxy to) to attend and to cast all votes entitled to be cast by the Unit Owners of the Long Hill Estates Condominium Association at the Annual Meeting of the Unit Owners to take place on Sunday, September 27, 1998 in accordance with the provisions of the Bylaws of the Association and the Condominium Act.

EXECUTED this 14 day of SEPT, 1998.

Note: In the event of more than one individual appearing on the deed, all such individuals must sign this proxy form in order to meet requirements of the New Hampshire Condominium Act.

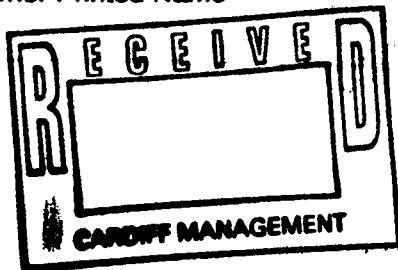
MARY LOU MILEY
Unit Owner Signature

MARY LOU MILEY
Unit Owner Printed Name

20 LONG HILL EBS
Unit Address

Unit Owner Signature

Unit Owner Printed Name



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PROXY

The Long Hill Estates Condominium Association

In accordance with the provisions of the Condominium Act and by way of this Proxy, the undersigned owner(s) of the Unit located as referenced below designates _____ (name of person you are giving proxy to) to attend and to cast all votes entitled to be cast by the Unit Owners of the Long Hill Estates Condominium Association at the Annual Meeting of the Unit Owners to take place on Sunday, September 27, 1998 in accordance with the provisions of the Bylaws of the Association and the Condominium Act.

EXECUTED this _____ day of _____, 1998.

Note: In the event of more than one individual appearing on the deed, all such individuals must sign this proxy form in order to meet requirements of the New Hampshire Condominium Act.

Raymond L. Goodyear Jr.

Unit Owner Signature

RAYMOND L. GOODYEAR JR.

Unit Owner Printed Name

32 LongHill Estates

Unit Address

Alice M Goodyear

Unit Owner Signature

Alice M Goodyear

Unit Owner Printed Name

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PROXY

The Long Hill Estates Condominium Association

In accordance with the provisions of the Condominium Act and by way of this Proxy, the undersigned owner(s) of the Unit located as referenced below designates Carole Reid (name of person you are giving proxy to) to attend and to cast all votes entitled to be cast by the Unit Owners of the Long Hill Estates Condominium Association at the Annual Meeting of the Unit Owners to take place on Sunday, September 27, 1998 in accordance with the provisions of the Bylaws of the Association and the Condominium Act.

EXECUTED this 23rd day of September, 1998.

Note: In the event of more than one individual appearing on the deed, all such individuals must sign this proxy form in order to meet requirements of the New Hampshire Condominium Act.

Carole B. Reid
Unit Owner Signature

Unit Owner Signature

Carole B. Reid
Unit Owner Printed Name

Unit Owner Printed Name

6 Longhill Estates
Unit Address Pelham, NH 03458

Note: As a result of legislation past in 1993, proxy forms no longer must be acknowledged (notarized). However, there is a requirement to validate signatures. Therefore, the Association has developed a system for verifying validity of proxies which includes signature verification and specific form coding.

Therefore, ONLY this EXACT form can be used for a proxy from your unit. Copies cannot be accepted.

PROXY

The Long Hill Estates Condominium Association

In accordance with the provisions of the Condominium Act and by way of this Proxy, the undersigned owner(s) of the Unit located as referenced below designates Hal Davison (name of person you are giving proxy to) to attend and to cast all votes entitled to be cast by the Unit Owners of the Long Hill Estates Condominium Association at the Annual Meeting of the Unit Owners to take place on Sunday, September 27, 1998 in accordance with the provisions of the Bylaws of the Association and the Condominium Act.

EXECUTED this 23rd day of September, 1998.

Note: In the event of more than one individual appearing on the deed, all such individuals must sign this proxy form in order to meet requirements of the New Hampshire Condominium Act.

Carole Reid for New Hampshire
Unit Owner Signature Ball Bearings, Inc. Unit Owner Signature

Carole Reid for New Hampshire
Unit Owner Printed Name Ball Bearings, Inc. Unit Owner Printed Name

#17 Longhill Estates
Unit Address Peterborough, NH 03458

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