

Society Hill Condominium Association
Quarterly Meeting Minutes
August 22, 2017

Board Members Present: Regina Sullivan, Sarah Hoye, Ellie Montemerlo, Jake Weisberg,
Dave Varano

RPM Present: Tanya and Brian Egan

The meeting was called to order at 6:02p.m. at the clubhouse located at 7 Bernards Road, Merrimack, NH

Regina Sullivan stated "this meeting will not be electronically recorded by the Board, nor is it authorized to be recorded by voice, video or any other measure other than by authorized meeting minutes produced by the Board. This is a quarterly meeting of the unit owners association."

Regina opened the meeting for unit owner comment. There were six (6) unit owners present. The board was expecting a representative of the Task Force, however, there was no representative in attendance to discuss their list. The following topics were brought forth to the Board by those present.:

- Pam Patterson 3 Galloway #8 - Need for clarification of the emergency maintenance phone number. When should we use that number. What is it for?
 - Brian addressed this and will further clarify with the recorded message
- Terry Munroe 136 Middlesex Rd - Drainage issue around an owner's unit.
 - Brian addressed this and will follow-up with unit owner.
- Scott Mettinger 40 Middlesex Rd - Why are grills, tires and patio chairs left out. Need consistency with policy enforcement.
 - Regina addressed this. If a resident notices that items are not being stored away, they should send an email to Brian so he can follow-up with those in violation of the policy. We need everyone to be the eyes and ears of our community.
- Rachelle Burnham 133 Middlesex Rd - Is there a potential for Society Hill to have a bad reputation with contractors that are on site?
 - Dave shared the board's concerns with community members expressing negative and confrontational concerns directly to the service providers who are hired to perform work on the property. This may lead to them not renewing contracts with us. It may impact our ability to acquire new service providers. In the end, it may drive up our cost and increase condo fees.

Hearing no further comments during the open session, the open session was closed and the board continued with the meeting.

Maintenance Overview was presented by Brian Egan.

- The sheathing was repaired on the deck of 28 Middlesex.
- Flashing around the dormers on 81 Middlesex Rd. and 28 Bernards Rd. were completed.
- Lambert Brothers Landscaping has mulched the beds and trimmed the bushes.
- The pool lock system has been installed and opening at the entrance has been repaired.
- Dryer vent inspections have been logged and fine notices have been distributed.
- Dead birch tree was removed at 14 Middlesex Rd. Either a Plum or Dogwood tree are suggested for replacement.
- Various gutters throughout the property have been repaired/cleared of debris.
- Timers (2) for the pool pumps that were corroded were replaced with chemical resistant switches.

Project Proposals presented by RPM

1. Quote on tree stump removal and new replacement tree at 14 Middlesex Rd.
There was a discussion of what had occurred at the property and the pros and cons, and cost involved to rectify.
Action Taken: Regina motioned to approve \$950 for the work to be completed. Sara 2nd the motion. Vote: 3 in favor, 1 opposed, 1 abstained. Motion passed. Brian will make arrangements for the work to commence.
2. Sprinkler system in the pool house is corroding and will need replacement.
Action Taken: The board directed Brian to be sure there are no chemicals stored in the pool house over the winter. The sprinkler system will be repaired before the chemicals for the 2018 pool season arrive.
Discussion tabled until early spring.
3. Fire emergency systems will need to be inspected by a board-approved inspection company. Three bids were offered.
Action Taken: The board discussed the 3 bids, pros, cons, costs and references considered. The board agreed on L.W. Bills Co. with the condition that we receive favorable references from calls that Dave and Sarah will make. Regina motioned to contract with L.W. Bills C. contingent on favorable references. Sarah 2nd the motion.
Vote: 4 in favor, 1 opposed. Motion passed.
4. Community members expressing negative and confrontational concerns directly to the service providers who are hired to perform work on the property, has taken its toll on those service providers. The board is now faced with having to find new service providers who have the manpower and equipment necessary to handle this size property. This may put a financial strain on the budget, which may lead to an increase in condo fees, as the bids coming in are significantly higher than our current providers.
Action Taken: The Board will write a letter to unit owners to inform them of the consequences the association may face due to the actions of some community members. The board will not tolerate this behavior.
5. Replacement of hardscaping at various locations in anticipation of the upcoming paving project. This project was discussed at length. The quotes provide removal and replacement of the hardscaping with no additional work included.
Action Taken: The Board discussed the hardscaping in conjunction with the paving project. Though we planned to pave in 2018, the Board discussed delaying that, as we may face a big increase if we have to find a new service provider for landscaping and snow removal.
6. The four (4) exterior utility doors that are in need of replacement, are original doors. The Board reviewed quotes provided by Brian. There are also several in the multiplex that need repair. Those quotes are forthcoming.
Action Take: A discussion ensued regarding who is responsible for the cost of those doors, the unit owner or the association. The board will review the condo documents for clarification. Brian will also inventory the doors that are stored in the storage shed to determine how many of those doors can be used as replacements.
7. The paving of the street, parking lots, and patch-work throughout the property. Proposals were presented and discussed.
Action Taken: After a lengthy discussion, the paving project will be tabled for another year due to issues noted earlier. However, the board agreed to doing the necessary patchwork throughout the property. Reserve funds earmarked for the paving project, will be invested for another year.

8. Tree Service/Arborists proposal. After a walk-through with management, the board agreed there are many dead trees on the property.
Action Taken: Given budgetary restraints, Brian will ask the arborist for a recommendation on which trees are in need of removal. Brian will inform the board of the cost of removing those trees, to receive Board approval prior to the work being done.
9. Brown patch of dirt on Scituate where the dumpsters were previously located. Brian presented a suggestion to the board which includes: 2 rocks, 1 tree and a flowering bush.
Action Taken: Tabled as the Board awaits a written proposal.
10. Power-washing decks and repairs. Brian explained that some of the decks may benefit from additional bracing.
Action Taken: Power-washing was not needed at this time. Brian will follow-up with bracing decks where needed.
11. A quote for pool signage for how to operate the gate was presented.
Action Taken: The Board felt that we should table this until next pool season, as the pool season is almost over.
12. The Board discussed the desire to look into replacing the signage throughout the property. The sign at the bottom of Brunswick is not readable. The signs on the buildings indicating unit numbers are also very difficult to read.
Action Taken: Management will look into signage.
13. Additional sections of fencing to block the view of the dumpster openings throughout the property.
Action Taken: Management is awaiting a cost proposal.

New Business:

1. Legal Counsel provided copies of our By-Laws with amendments that had been approved in prior years and incorporated them throughout the document.
Action Taken: Jake offered to take the lead on going through the document for final edits and to be sure the document is complete. A sub-committee of the Board will join Jake in this work.
2. The original parking plan that was approved by the Town of Merrimack was reviewed. Suggestions were made for how to improve parking. It was noted that when the lots were re-lined years ago, several spaces were lost.
Action Taken: The Board agreed that re-lining the lots may be a good starting point for correcting the loss of spaces. This discussion was tabled due to the length of the meeting nearing a 5-hour mark. We will continue discussion at our next meeting.

Unfinished Business Tabled:

1. May, June, July Financial Reports & TD Bank Statements
2. Board members reviewed Delinquency Report
3. Updates for the Board regarding collection activities

Regina made a motion to adjourn. Sarah 2nd. All in favor. Meeting adjourned at 11:00pm.

Next meeting: September 19, 2017 @ 6:00