

Society Hill Condominium Association
Board of Directors Meeting
November 14, 2017

The meeting was called to order by Regina Sullivan at 6:09 at the Clubhouse located at 7 Bernards Road, Merrimack, NH.

Board Members Present: Regina Sullivan, Sarah Hoye, Ellie Montemerlo, Dave Varano
Board Member Jacob Weisberg arrived at 6:35.
RPM Present: Tanya and Brian Egan

Approval of the October 10, 2017. Minutes were reviewed. Regina asked if there were any corrections to the minutes. Minutes were approved as corrected.

RPM Report:

- Brian informed the Board that he had received correspondence from a Unit Owner, Rachelle Belletete who asked if Brian would share her letter with the Board. The board read and discussed Rachelle's letter. The board will send a response to Rachelle.
- Parking placard process has started. Notices went out to all Unit Owners the first week of November. Many phone calls and emails were received asking for further clarification. RPM decided to run an Informational Meeting on November 18, 2017. Start time is 9am.
- RPM will be launching the use of a software package for SHAMC. They shared an overview of its features. This software will streamline many processes and create systems for communicating with Unit Owners, and will have a members' only secure section.

Maintenance Overview:

- PinPoint striping has completed re-striping the parking lots at 5 Bernards, Scituate Place, 2 Galloway and 3 Galloway. RPM was informed of a complaint to the town regarding the restriping and questioned if it was in compliance. The town came out to inspect and found us to be in total compliance and the case was closed.
- Lambert Bros. Landscaping is on property to finalize the fall clean-up.
- Combat Corp, our vendor for snow removal will be staking the property around the week of November 20th.
- Gate City Fence has installed the new piece of fence at the top of Bernards Road on the multiples side of the dumpsters.
- Gate City Tree is on property trimming/removing trees identified by the arborist as diseased or dead.

- An invoice was received from Lambert Bros. Inc. for removal of downed trees, branches and debris throughout the property. Brian will revisit the invoice with Lambert Bros.
- Maintenance proposals for landscaping were introduced for review. Three bids were obtained for the board to consider. Lambert did not bid on the contract for 2018. A chart that compared the work that each landscaper would provide was included.
 - Action: Jake motioned and Dave Seconded to accept the bid of Outdoor Pride as the landscaper for 2018 providing the reference checks are favorable.

Maintenance Proposals Presented:

- L.W. Bills Company- During fire alarm inspection they found that 2 smoke detectors did not activate. The cost to purchase and install in 2 Scituate Road multiplex is \$570.
- Tim Goodridge- Painting of multiplex units to include: touch-up of halls \$6000. All walls, trim and entrance doors proposed for spring \$15,700.
- CCI Building Restoration & Waterproofing- leak repairs at Unit 55 and 113. Labor billed at \$95/hour. Overtime billed at \$120/hour. Materials billed at cost plus 15%.

Financial Report:

- October Financial reports and bank statements were reviewed.
- An overview was given of a 5-year plan for large projects on the property. This plan includes drainage issues on Middlesex, landscaping, hardscape on Middlesex and by the maintenance shed on 5 Bernards Road, and paving. Impact on the Reserves over the 5 years was discussed.

Business Items:

- The delinquency report was reviewed. The board was informed of the status of each delinquent Unit Owner. RPM also reviewed the timeline of the collection process.
- Regina presented the final review of proposed amendments for Bylaws and Declaration to be brought to the Unit Owners at the Annual Meeting for a vote. These include proposed amendments that will bring our Bylaws into compliance with RSA 356-B, update our meeting incentive, and add a provision that would allow a Unit Owner to become current at check-in at Annual Meeting. Also, an amendment to the Declaration that will directly address parking spaces.
- The Annual Meeting Packet was presented for review.

- The stages of implementation for the parking solution were reviewed. RPM shared that they were ready to present their Informational Meeting regarding the in-depth research that was done by them, the Board and the association's Attorney. Taken into consideration was the language in the RSA 356-B, Declaration, Bylaws, and Rules and Regulations, the cost, the impact for residents, the ability of the solution to actually solve the parking issues at Society Hill. The board discussed a 30-day grace period for residents with 3 or more cars to comply.
- The board discussed residents' requests to extend the hours of temporary parking on Bernards Road (facing downhill).
 - **Action Taken:** Regina motioned to amend the Rules and Regulations 4.7-2 to allow for temporary parking on Bernards Road by extending it from midnight to 1am. Temporary parking will be allowed on Bernards Road between the hours of 5am – 1am. The motion was seconded by Jake. Motion passed 5-0.
- Parking on the hardscaped side of the south end of Middlesex is not allowed as cars that are parked there make it very difficult for the residents in the garage units to get in and out of their driveways. Common courtesy should prevail.
- The board agreed to continue to meet monthly through 2018. Meetings will take place on the first Tuesday of the month. Meetings will start at 6:00pm and take place at Society Hill's clubhouse. All meetings will be open to residents and residents will have an opportunity to speak at the start of each meeting.

Motion to Adjourn: made by Dave and seconded by Jake. All in favor. Meeting adjourned at 10:28