

Society Hill Condominium Association
Board Meeting Minutes
September 19, 2017

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

Late Arrival: Dave Varano

RPM Present: Tanya and Brian Egan

The meeting was called to order at 6:10P.M. at the clubhouse located at 7 Bernards Road, Merrimack, NH

Tanya informed the Board that Dave Varano had a conflict of time and would be arriving late to the meeting.

Minutes of the August 22, 2017 Quarterly Meeting were reviewed, edited.

Action Taken: Regina made a motion to approve the August 22, 2017 minutes as edited. Sarah seconded the motion. There was no discussion following the motion.

Vote: 4 in favor. Motion passed.

Maintenance Overview was presented by Brian Egan.

- All asphalt patch-work was completed throughout the complex per the Board approved proposal from DLB.
- All multiplex buildings have changed their daily monitoring system to L.W. Bills. The required annual monitoring is set to take place on Friday September 29, 2017. RPM will put notices on the doors to the multiplex units on September 1, 2017.
- Per a discussion with Lambert Bros, if the association will not be planting the new landscape on Scituate (where the dumpsters were previously located) this year he will need an additional \$100 for the Board approved tree proposal next to 14 Middlesex Road. The current proposal for the landscape on Scituate included transport costs for both areas (Scituate and Middlesex).
Action Taken: Jake motioned and Sarah 2nd to approve the \$100 transport charge. Discussion followed.
Vote: 3 in favor, 1 abstained. Motion passed.
- The pool has been closed for the season.
- All flammable pool chemicals have been removed from the pool house. Pool furniture will be moved into the pump house for the winter. Board was notified that the electric heater will need to be replaced.
- Letters were sent to all unit owners reminding them that they are to address any concerns they have with vendors directly to Resolution Property Management and not to the vendor.
- A friendly reminder letter was sent to all unit owners who have a fireplace in their unit that wood-burning fireplaces need to be inspected before October 31' 2017. Brian shared a form he created whereby a unit owner can sign-off on a "Statement of Fireplace Non-Use". The unit owner would indicate if a gas insert has been installed or if the fireplace will not be used during the 2017-2018 heating season.
Action Taken: The Board was unanimous in agreeing that this form is good for accountability, and should be implemented.

Project Proposals presented by RPM

1. Brian presented a proposal from Lambert Bros. to the Board which includes: 2 rocks, 1 tree, and a flowering bush. This proposal addresses the brown patch of dirt on Scituate where the dumpsters were previously located.

Action Taken: Regina motioned to table this project. Jake seconded the motion. Discussion followed.

Discussion Points: Due to the cost, the board will entertain a less costly plan in the spring. Bringing irrigation to this area will be an added cost.

Vote: 4 in favor, none opposed. Motion to table passed.
2. Brian presented a proposal from Gate City Fence Company, Inc. for additional sections of fencing to block the view of the dumpster openings throughout the property.

Action Taken: Jake made a motion to spend up to \$1500 for a piece of privacy fencing that matches the existing fencing be installed on the open side that faces the multiplex building at 5 Bernards. Ellie seconded the motion. Discussion followed.

Discussion Points: The Board felt that the dumpster situation at the top of Bernards was the only area that had changed and is the only area that received complaints.

Vote: 4 in favor, none opposed. Motion passed.
3. Brian presented quotes from Pin Pointe Line Striping and NH Blacktop Sealers to re-stripe the multiplex units and to number the entire complex.

Action Taken: Jake made a motion for spending a minimum of \$1500 to blackout 114 and re-stripe 119 stalls. Dave seconded the motion. Discussion followed.

Discussion Points: The Board reiterated that the ultimate goal is addressing parking issues. The purpose of re-striping is to regain some lost spaces due to striping done years ago. The number of spaces gained would be on 5 Bernards (2), Scituate (1), Galloway (2). The Board considered the proposals for just re-striping versus re-striping and numbering the complex. Consideration was given that the roads and parking lots will likely be re-paved in the next 2 years. The Board felt it would be unwise to spend the money to number spaces at this time.

Vote: 4 in favor, 1 opposed. Motion passed.
4. Brian and Tanya presented a grid that compared proposals for the re-striping work.

Action Taken: Regina motioned to accept the proposal from Pin Point Line for the re-striping work. Jake seconded the motion. Discussion followed.

Discussion Points: All vendors had good recommendations. Pin Point Line was less expensive.

Vote: 5 in favor. Motion passed
5. Brian presented snowplowing proposals from 3 vendors for the board to consider.

Action Taken: Regina made the motion to accept the proposal from Combat Corp. of Merrimack. Dave seconded the motion. Discussion followed.

Discussion Points: The pros and cons of each proposal were considered. Discussion included the break-out of work to be performed and costs. The biggest concern was the shoveling of the walkways for the townhouses as not all vendors were willing to do that.

Vote: 5 in favor. Motion passed.

New Business:

1. Brian presented a proposal from Gionet's Home Improvement, LLC. The proposal is for repair of the rear shed roof at 112 Middlesex due to water infiltration.
Action Taken: Jake made the motion to accept the proposal for repair. Sarah seconded the motion. Discussion followed.
Discussion Points: Brian explained the cause of the infiltration of water and what was being damaged.
Vote: 5 in favor. Motion passed.
2. Tanya reviewed the invoice from Quality Fire Protection. The service was to be for inspection only, however, the company without authority, replaced fire extinguishers as necessary. The bill exceeds the originally approved amount. Discussion followed.
Discussion Points: Tanya will relay the board's concern to QFP because of QFP's overstep. Work completed will remain and invoice will be paid. and try to get a discount. Brian explained that the replacements would have to take place anyway and felt the cost was in line with what it would be. The alternative would be that QFP would remove the new and replace with the old.
Action Taken: Regina motioned that Tanya will ask for the discount because of QFP's overstep. Work completed will remain and invoice will be paid.
Vote: 5 in favor. Motion passed.
3. Brian reported that there are 4 doors in the maintenance shed; however, these are not the size needed to replace common area utility doors. Doors will need to be custom made. Brian will look into the cost.
4. Tanya and Brian shared a possible solution to some of the parking issues.

A time-line has yet to be established for each stage. Board needs time to consider and will revisit at October 10' 2017 meeting.

5. August Financial Reports & TD Bank Statements were presented for review and questions.
6. Tanya reviewed the Delinquency Report and updated the Board regarding collection activities.

Action Taken: Regina made a motion to adjourn at 8:57P.M. Sarah 2nd.

Vote: All in favor. Motion passed

Next meeting: October 10, 2017 @ 6:00. This is an "open meeting".