ATHERTON COMMON CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 6, 2018

M I N U T E S

CALL TO ORDER:
The meeting was called to order by Board President Kevin Eagan at 6:30 PM.

ROLL CALL:
Kevin Eagan, Cliff Kinghorn, Kevin McIntyre, Clare Smith and Art Brault, Directors; Norman Desrochers, Association Manager.

PREVIOUS MEETING MINUTES:
Mr. Brault moved to accept the Minutes of the November 14, 2017 meeting as written. There was a second from Mr. Kinghorn, and the Minutes were accepted by a vote of 5 to 0.

FINANCIALS:
Mr. McIntyre reviewed the financial reports for November and December, 2017, and for January, 2018. He noted that the Akorn invoice for $14,000 for the tree trimming work that was done in December was expensed to the January financials, and requested that Management make an accounting adjustment to book the expense in December. Mr. Desrochers said that Seelye & Schulz, P.A. has begun a review of the 2017 financials, and he will ask the accountants to make an adjusting entry.

Mr. Brault moved to accept the financials for the months of November, December and January. There was a second from Mr. Kinghorn, and the motion passed by a vote of 5 to 0.

PROPOSED PROPANE TANK INSTALLATIONS:
Mr. Learoyd (Unit 27) discussed his recent efforts on determining whether it would be feasible to install propane tanks on the property for mixed used purposes for residents. He said that 21 units responded to an inquiry about propane use and expressed an interest in using it for stoves, water heaters, fireplaces, etc. He noted that there are several obstacles to installing propane tanks including their size, limitations on their location, and relatively low level of interest on the part of the unit owners. Mr. Kinghorn said that the idea was previously researched by Mr. Penny, a prior Board President. Mr. Learoyd will obtain notes on the matter from Mr. Penny to share with the Board.

EXTERIOR REPAIR AND PAINTING PROJECT:
The Board discussed a proposal from Shane Humphrey's Painting, LLC for this year's project that includes units 4-6 and 10-12. The repair price is $1,580, and the painting price is $30,980. Mr. Kinghorn moved to accept the proposal, and a second was made by Mr. Brault. The motion passed by a vote of 5 to 0.

UNIT 40 REIMBURSEMET FOR ELECTRICAL REPAIR:
Mr. Eagan said that he was informed by Lorna Fuller the unit owner that she hired an electrician to determine why a circuit breaker in her condo was being tripped. It was determined that the wiring that was installed from the garage plug out to the pole light near the road was causing the circuit to trip. Mr. Eagan reported that the electrician disconnected the wiring and replaced the GFCI inside the garage. He suggested that Ms. Fuller be reimbursed by the association for the cost ($155) of the service call. Mr. Kinghorn moved to reimburse Ms. Fuller in the amount of $155. There was a second from Ms. Smith, and the motion passed by a vote of 5 to 0.

GROUNDS COMMITTEE RECOMMENDATIONS:
The Board reviewed a list of the remaining items from the original list of recommendations. Mr. Desrochers will ask Akorn Lawn Care to provide an updated estimate of the cost to address them. The Board also discussed the possibility of doing some paving repairs that were suggested by the committee. Capital Chair Al Weller noted that estimates were provided last fall by NH Blacktop Sealers. Mr. Desrochers will obtain estimates from another contractor for the Board to review.

SPECIAL ASSESSMENT:
Mr. Desrochers said that in accordance with a decision that was made at the Annual Meeting, a special assessment in the amount of $200 per unit was established, effective March 1, 2018 and payable by April 30, 2018. Notice of the assessment was sent to all unit owners.

ROOF REPLACEMENT PLAN:
The Board discussed a proposal from Team Engineering to perform an analysis of the roofs, including their current condition, projected remaining life, and estimated replacement cost. Mr. McIntyre said that he is familiar with a roofing contractor who might also be able to perform a survey of the roofs, and will contact him. Further discussion was tabled until the next meeting.

ADJOURNMENT:
The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Norman Desrochers
Property Manager