

South Shore II Annual Meeting; September 23. 2017

INTRODUCTION:

The annual meeting was called to order by Board President, Mr. Wood. Six (6) units were represented in person and (4) by proxy, therefore a quorum was declared.

MINUTES OF THE 2016 ANNUAL MEETING

Mr. Wood requested a motion to waive the reading of last year's meeting minutes. A motion was made and seconded; and passed by a unanimous vote of the members.

PROOF OF NOTICE

Mr. Wood requested a motion to waive the reading of the Annual Meeting Notice which was mailed to all Unit Owners. A motion was made and seconded to waive the reading of the proof of notice for the Annual Meeting.

PRESIDENT'S REPORT

Mr. Wood presented the following President's Report:

During the past year we have once again made progress on certain issues, deferred others, and continued the implementation of the roof replacement effort.

Meetings: The Board of Directors met formally on six occasions since the last Annual Meeting. The meetings on April 9th and July 22nd were scheduled as pre-announced open meetings with all unit owners invited to attend.

Staining: We continued the "stain where needed" approach. Unfortunately, due to a very wet Spring, the work was not done until July and August. This year we stained the decks of Units 1 through 8 and all of the wooden entrance walkways. The cost of staining the lower decks was invoiced to the unit owners who have a lower deck. The Board will decide in November which locations to stain in 2018, which we expect to be the most weather beaten side walls of several units. Hopefully the contracted work can be completed before July 4th next year.

Potholes: In general the pothole situation has been better this year. ECA did provide limited repairs to the entrance way area.

Chimney Inspections: Belle Terre is arranging for chimney/flue inspections of all flues that were actively used for burning of firewood during the past year. We will not inspect the flues that are connected to propane burning units. If the inspector concludes that a chimney cleaning is required for safety, the cost of the flue cleaning will be billed to the unit owner. You should have received an email from Belle Terre on this subject. Please respond to that email.

Structural Repairs: This year we engaged David Albright, a home builder who lives in Eastman, to undertake a structural inspection of the exterior of all 15 units and then provide us with a written summary of his observations and recommendations. We recently received his report and we will decide which of the recommendations to schedule this fall or in the future. Our objective was to identify those concerns that should be addressed in the near future, as well as to better understand possible concerns that we need to actively monitor over a longer time frame. The recommendations are largely focused on three topics: (1) conditions that can lead to water damage to the ship lap siding or window and door frames, (2) structural features of the upper level decks that do not meet current standards or code, and (3) the height of the railings on the decks or wooden steps that do not meet the current code.

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Landscaping: We continued to use Gilson as our landscaping and grounds maintenance crew. We are generally pleased with their service, but we would also welcome your feedback. We did not undertake any major enhancements this year. We recently met with Tristan Gilson to examine current conditions and then requested that shrub pruning and some minor replacements and additions be made this Fall.

Shoreline Forestry Efforts: Given that we have complemented the work authorized under our Forestry Management Plan and a first amendment to that plan, we did not undertake additional tree trimming work since the last Annual Meeting. We did add the two chairs at the point last Spring. Our Forester recommended that we let some time pass before requesting any additional pruning or cutting along the shore front. A year ago, I spoke with Bill Link, the ECC Chair, about the need for more outreach by the ECC and a “layman’s guide” to what we can and cannot be done, with or without ECC involvement. To the best of my knowledge no additional guidance has been published this past year. The ECA Sustainability Committee is working with Woodlands and Wildlife to examine how the forests and shoreline within Eastman are being managed.

Roof Replacement Program: Kellogg Construction has recently replaced the north facing roofs on Units 12, 13, 14, and 15. The Special Assessment of \$200 per unit per year continues to partially fund the multi-year roof replacement effort. The remaining funds are coming from the transfers to the maintenance reserve, which are part of our regular annual budget. Following the scheduled work for this year we will have completed everything except the western facing roofs on Units 1 through 4. After we complete the remaining roofs next year the Directors will review the Special Assessment. All and all, I continue to believe our condo association is well funded and we are maintaining the units and making improvements each year in an appropriate manner.

TREASURER'S REPORT

Mr. Niles presented the Treasurer’s report:

Cash on hand \$24,918

Common Area Reserve \$ 62,815

Roof Reserve \$3,003

Operating Reserve \$7,332

Mr. Niles noted that the Association is in good shape and that there was a small overage due to structure maintenance

Mr. Niles requested the following motion:

RE IRS 70-604, WHEREAS, the SS 2 Condo Association is a NH corporation duly organized and existing under the laws of the State of NH and

WHEREAS, the members desire that the corporation shall act in full accordance with the rulings and regulations of the Internal Revenue Service;

NOW, THEREFORE, the members hereby adopt the following resolution by and on behalf of the SS 2 Association:

RESOLVED, that any excess of membership income over membership expenses for the year ended December 31, 2017, shall be applied against the subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604 or shall be applied to the Capital Reserve as determined by the South Shore 2 Board of Directors

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This resolution was adopted and made a part of the minutes of the Annual Meeting of the South Shore 2 Condominium Association.

OWNER QUESTIONS/COMMENTS

- Mrs. Niles commented that the roofing crew did a very good job and cleaned up nicely.
- Mrs. Orkin inquired where capital funds were invested. Mr. Niles explained the process for investments. Mrs. Orkin also thanked the Board members for doing a great job.
- Mr. Haskell inquired about the following;
 - Removal of tree trees against his unit; Mr. Wood confirmed this would be added to the to-do list. Mr. Wood also noted that he has been trying to get the ECC to draft easier rules to follow regarding cutting and pruning; to date they have not done so.
 - Gutters-Mr. Haskell inquired if Belle Terre would clean the gutters? Terry confirmed they would; owners should contact BT if interested;
 - Dryer vent cleaning-the Board agreed that since access is needed the cleaning should be done on an individual unit basis by the unit owner;
 - Insurance coverage-Mr. Niles explained how the Association coverage worked;
- Mr. Keeney noted that ITT did a good job repairing his gutter;
- Mr. Orkin inquired about a tree at Unit #4, Mr. Wood confirmed it was gone;

NEW BUSINESS

Mr. Wood called for a vote on the proposed amendment changes to the South Shore II Bylaws per the State of NH Condo Act 356: B revisions. A motion was made by George Niles and seconded by James Keeney. The amendment to the Bylaws was passed by a unanimous vote of the six [6] members present and four [4] affirmative proxy votes.

ELECTION OF A DIRECTOR

Mr. Wood confirmed that Mr. Niles' term is up and he asked for nominations. Mr. Wood nominated Mr. Niles and it was seconded. There being no other nominations, the nominations were closed. Mr. Niles was unanimously elected to serve another three year term.

ADJOURNMENT

Mr. Wood thanked everyone for coming. There being no other business to conduct, the meeting was adjourned.

Respectfully Submitted,

Scott Holland, Recording Secretary