

# South Shore II Annual Meeting Minutes; September 17, 2016

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## **INTRODUCTION:**

The annual meeting was called to order by Board President, Mr. Duncan Wood. Mr. Wood confirmed (7) units were represented in person and (2) by proxy, therefore a quorum was declared.

## **MINUTES OF THE 2015 ANNUAL MEETING**

A motion was made from the floor and seconded to waive the reading of the 2015 Annual Meeting Minutes. The motion was made, seconded and passed by a unanimous vote of the members.

## **PROOF OF NOTICE**

A motion was made and seconded to waive the reading of the proof of notice for the Annual Meeting. The motion was made, seconded and passed by a unanimous vote of the members.

## **PRESIDENT'S REPORT**

Mr. Wood reported the following:

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

**Meetings:** The Board of Directors met formally on five occasions since the last Annual Meeting. The meetings on 4/23/2016 and 7/9/2016 were scheduled as pre-announced open meetings with all unit owners invited to attend.

**Staining:** We continued the “stain where needed” approach, and re-stained the portions of Units 1 to 4, and the decks of Units 9 through 15. The Board will decide in November which areas to undertake in 2017, so that the work can be hopefully be completed before July 4<sup>th</sup>.

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

**Canoe Racks:** A new canoe rack was constructed by Duncan Wood in the spring and has been occupied all summer by three new kayaks.

**Chimney Inspections:** Belle Terre will be 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.

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**Structural Repairs:** Last April when the carpenter used by Belle Terre began to replace rotted siding boards he found that the damage at Unit 6 was much more substantial than we had initially understood. The repairs at #6 alone exceeded our budget for this line item. In addition he identified a potential problem at the deck level of Unit 9 that potentially could have affected the deck structure at that unit. Fortunately that damage was not as significant as originally feared. Given that our units are now 30 plus years old, the Directors are seeking pricing for the cost of a professional inspector to inspect all units to identify the potential capital reserve repair needs.

**Landscaping and Shoreline Forestry Efforts:** As per our budget additional landscaping flowers were added to the parking lot side of the units. An amendment to our Forestry Management Plan was submitted to the ECC and the Grantham Selectmen for proposed pruning or removal and replacement efforts. The submittals were approved and the work completed in August 2016. We asked that Laura French attend our Annual Meeting. She was not able to do so, given a previously scheduled vacation trip. An email request was submitted to the ECC asking that a representative of the Committee attend this meeting. I spoke with Bill Link, the ECC Chair, and he told me the committee is aware of the need for more outreach and is developing a “layman’s guide” to what we can and cannot do, with or without ECC involvement. Bill remembered that our recent amendment had been received and approved, and basically said that nearly any proposed efforts that were endorsed by Laura French would be approved. On a similar note, the Sustainability Committee is working with Woodlands and Wildlife to examine how the forests and shoreline within Eastman are being managed. David Wood of Woodlands and Wildlife asked permission to use our Forestry Plan as an example of the approach being taken by a Condo association. Based on our experience this year, it is a process to submit the applications, but as long as we ask for small incremental changes that Laura supports, I suspect they will be approved.

**Roof Replacement Program:** Kellogg Construction has been hired to replace the north facing roofs on Units 9, 10, and 11 in October 2016. The Special Assessment of \$200 per unit per year continues to partially fund this effort. The remaining funds are coming from the transfers to the maintenance reserve, which are part of our regular annual budget. With the scheduled work for this year we will have completed seven years of the program that was anticipated to take ten years to complete. After we complete the remaining roofs in the next two or three years the Directors will decide when to end the Special Assessment.

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## **TREASURER'S REPORT**

Mr. Niles presented the following Treasurer's Report:

Cash on hand \$39,107

Common Area Reserve \$ 62,713

Roof Reserve \$3,001

Operating Reserve \$7,328

There is one delinquent owner owing more than 30 days of common charges.

Mr. Niles noted that we are in good shape, he pointed out that currently everything is fine except the structure maintenance which is over budget. The Board anticipates that we will be able to cover this with the winter maintenance budget coming in under budget. Mr. Niles will work with Terry on the landscaping versus forestry line item numbers later in the year. The Board will not be providing a proposed budget at this time as it is still too early.

Mr. Holland requested the following motion, the motion was made and seconded:

**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, 2016, 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 Reserved as determined by the SS 2 Board of Directors**

**This resolution was adopted by a unanimous vote of the members and made a part of the minutes of the Annual Meeting of the South Shore 2 Condominium Association**

## **OWNER QUESTIONS AND COMMENTS**

- At a prior meeting the Board had a request to purchase a bench or chairs for use at the Point. The Board decided not to do it this year; however, they are hoping it will be done next year.
- RSA /State Laws-Mr. Wood explained some of the changes to the new laws regarding condominiums in New Hampshire and confirmed an attorney has been hired to go over the new laws and to prepare draft language for the required amendment changes. The cost will be shared by other Eastman condominium associations.

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Mr. Holland noted that the State Law trumps the bylaws. One change is associated with the Annual Budget. The board can no longer adopt the budget without review by the Owners. A date must be set for a meeting to ratify the proposed budget. The notice of the meeting must provide a copy of the proposed budget. The budget meeting is scheduled for 1 PM on December 10<sup>th</sup>. Mr. Niles asked the owners to contact the board prior to the meeting with any questions or concerns. Mr. Niles noted the Board couldn't bring forth the budget today; they do not have all the numbers ready. Mr. Holland explained the Board must also have 4 quarterly meetings a year and advise all owners of the Board meetings prior to those meeting.

- Tree Trimming-Mr. Wood explained to Mr. Keeney that a branch overhanging the roof will be removed. They are also trying to decide whether or not to trim or cut some of the maple trees in the front.
- Exterior Inspections-Mrs. Niles inquired what they will be inspecting outside, and the board explained anything outside that the Association is responsible for will be inspected. Mr. Keeney asked what the other associations do and Terry explained that the other associations have problems with rotten siding also because of water going in behind. Mr. Keeney asked who they used and Terry confirmed that they use the carpenters to inspect the units; not home inspectors. One group hired an engineer and they realized that the work he proposed be done could not be afforded by the Association; the cost was prohibitive. Several owners noted that they agreed with the Board having a home inspector conduct an detailed inspection. The board noted that they will have to have a key to each unit to get on all the decks. The inspection will be done in the Spring of 2017. An owner inquired what happened at Unit 9 and Mr. Wood explained he and Scott could not see some of the rot that was high up on the deck since they did not climb up onto the decks. They had checked unit 6 and saw the rot around one of the windows, but they could not observe the extensive damage within the wall.

### **NEW BUSINESS**

- Lew Houck wanted to know if they could put some steps in to get up and down the hill near units 3/4/5 when they go down to get kayaks. He presented some photos of what they would like noting that there would be 1 shrub removed and placed somewhere else. This only benefits units 3, 4, 5 therefore they agreed to cost share. Mr. Wood noted that he would help them go to the ECA to get the required approval. Mr. Holland requested more information on this before they move ahead.

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- Margery Bostrom wanted to know about the bench on the point; she asked if the teenagers could be asked to do this project and noted that they are coached by adult wood workers; she asked if this could be considered. Mr. Wood said due to the fact that they [SS2] have a private trail, this request might be an issue; therefore, he does not think it would be well received to ask for help with the bench. The Board noted that the Rec. Dept. asks for and receives permission each year to walk the children through the property. Mr. Wood is hoping there will be a better defined trail. An owner asked about an easement to allow the ECA to use the trail and the board said that the owners voted on this several years ago and rejected the proposal.
- An owner asked about the Auty unit being on the rental list and asked if they have to notify the board-the Association does not require notification at this time.
- Mr. Holland discussed the board having to water plants and commented that the board may ask Tristan Gilson to add a little more to his budget to cover the watering.
- **ELECTION OF A DIRECTOR**

Mr. Holland confirmed that Mr. Wood's term is up and he asked for nominations. Mr. Niles nominated Mr. Wood and it was seconded. The floor was opened to nominations, there being no other nominations, the floor was closed. Mr. Wood was elected to serve a three year term by a voice vote.

Terry explained that Mrs. Mueller asked her to say hello to everyone and pass on her well wishes.

The owners thanked Mr. Wood for all his work.

### **ADJOURNMENT**

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

Respectfully Submitted,

Lori Pare, Recording Secretary

For South Shore II

Note: Draft Minutes Approved by the South Shore II Board of Directors