

West Cove B Annual Meeting Minutes – August 10, 2019

INTRODUCTION:

Mr. Craven, President, introduced the Board Members and Management.

Mr. Craven reported that (15) units were represented in person and (7) by proxy; therefore, there was a quorum (22).

Mr. Craven noted there were no new owners.

PROOF OF NOTICE

Mr. Craven requested a motion from the floor to waive the reading of the proof of notice. A motion was made, seconded and passed by unanimous vote of the members.

MINUTES OF 2018 ANNUAL MEETING

Mr. Craven requested a motion from the floor to waive the reading of the 2018 minutes. A motion was made, seconded and passed by unanimous vote of the members.

BOARD OF DIRECTORS REPORT

Mr. Stanley reported the following:

- **Staining Walks/Decks**

We are more than half way through – we were delayed due to weather. It was noted there are multiple new decks that have used Azek [composite] decking and a new cable rail system in West Cove A, work was done at owner expense. The was interest amongst the owner's present; therefore, composite material will be researched.

- **Roofing**

The roof slope replacement program will be completed in 2020 with the re-shingling of the following: [Note: PS=Parking Side DS=Deck Side]

6 PS, 25 Main, 24/25 Shared Chimney, 27 DS, 28 DS, 27/28 Shared Chimney, 31 DS, 35 DS, 36 DS, 39 PS

Unit owners will be notified in advance once a schedule has been set. Mr. Stanley noted he was very happy with Weathercheck. Moira Rice also spoke highly of Weathercheck

Skylights – Owners must work directly with Weathercheck if interested in a replacement.

- **Unit Staining**

Units 1 to 10 and 26 were stained in the spring. Units 11-22 would be the next phase.

- **Weeds** - Mr. Stanley noted B is not going to use TruGreen anymore; they will continue to string trim. An owner commented their town purchased goats to take care of lawns!

Mr. Donoghue reported the following:

- **Sewer** – no issues to date, both systems were inspected and cleaned. Owners and guests must continue to be vigilant in what goes in the toilets.
- **Rentals**- Owner's are responsible for tenant's **AND GUESTS** actions, make sure Top 5 Rules are clearly displayed in your Unit to avoid problems. Inform your Realtor too. A copy of the Top 5 Rules are in the welcome packet, also included are newly adopted rules from last year regarding realtors, rentals and other items. Check the Belle Terre website to keep yourself up to

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date and in compliance. Concerns about Short Term rentals (Airbnb; VRBO) impact on WCB. Several owners have expressed concerns to the Board and what can be done to limit these types of rentals. Changes require a By Law change which requires the approval of 2/3rds of Owner's present for a duly noticed meeting. The floor was opened for a discussion about whether WCB wants to consider such an Amendment. Mr. Donoghue asked people present about short term rentals an owner asked if they have had any problems. Mrs. Rice feels that they should limit short term rentals, the board will work on this if they need to change the documents to state that they can only rent for a week or more. Rondi Pillette that owners/tenants would usually follow the rules if you talk with them.

It was suggested that perhaps a survey of all owners would determine if a bylaw change would be supported by the members.

- **Pet Policy**-only Unit Owners and their immediate families may have pets in Units or on common areas of WCB. **Renters and Guests** are prohibited from having pets without the written consent of the Board. If you allow others to use your Unit whether for a fee or not, no pets are allowed. Any questions should be directed to Belle Terre. ECA also has a rule about dogs being on leashes, an owner stated he has run into 2 owners that just let their dog run wild. Mr. Craven said he would talk to ECA to see if they can impose a leash law. The board will also do a survey about the short-term rental. If owners have company with a dog, they need to let Belle Terre know.

- **Owner Requests** – bathroom renos, propane and several owners have approvals for mini split air.

Mr. Craven reported the following:

- **Roads**-calcium treatment was not done this year due to scheduling issues. Road grading is pending on Terrace view and they are also revisiting issues on Water View with contractor.
- **Gutters** – units 6, 9, 38 and 42 are scheduled for replacement this year it is a seamless metal gutter.
- **Upgrades/variance form**– all work requires board approval and insured contractors must be used regardless of the scope of work. Exterior work will be inspected by the Board and is expected to conform to the approval granted.
- **Chimneys** - Only active wood burning chimneys are inspected, this is mandatory.
- **Propane** - Owners should have annual inspections of all aspects of their propane system. Owners are also responsible for keeping the exterior vents free of ice and snow.
- **Mini-Split Systems** – allowed, rules and requirements are on the website, Board approval and neighbor approval required. B11 has been completed and it looks great.
- **Insurance** - \$5,000 deductible.

Mr. Zuppardi, Landscape Chair, was not able to attend; however, he provided a copy of his report to Mr. Craven to read in his absence. Mr. Craven reported the following:

- **In the last year:**
 - The Forrester did the annual walk around to help develop and approve our cutting plan.
 - More thinning was done at the shoreline and behind the units along the shoreline.

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- Several trees, some dead, some overhanging roofs or endangering condos were removed.
- Planting the area in front of B 1-10 where Eversource removed multiple White Pines with several Rhododendrons.
- Other necessary pruning was completed.
- The dead Phragmites were removed at the entrance to Terrace View and some new planting will be done to improve that area.
- Mulching was done in accordance with our front/back schedule.
- **To be completed this summer and fall.**
 - Finish our planting plan in front of B 1-10
 - Consider other plantings
 - The dead portions of the yews on the side of B-36 along the fire lane will be pruned out.
- Any requests pertaining to Landscaping (cutting, planting, etc.) must be submitted to the Board through Belle Terre.
- Reminder: Owners are not allowed to do any cutting.

TREASURER'S REPORT

Mr. Craven presented the following report:

- Explained how the reserves work; WCB is approximately at 50% funded while the average reserve recommended by the Community Association Institute is 35-40%; therefore, we are in good shape. Discussed how roof project has put a dent in reserves and the Board intends to bring that back up.
- Review budget; increases primarily associated with insurance and reserves.
- Fees have gone from \$345 to \$355 primarily to address some cost increases and to dedicate funds for reserves.

Voice vote to accept proposed budget – the budget was accepted by all the members.

Mr. Craven reported the following:

Cash on hand as of AUGUST 10, 2019 \$ **23,860**

Common area Reserve \$ **79,918**

Operating Reserve \$ **12,652**

Staining Reserve \$ **5,065**

There are currently 2 Delinquent owners.

In accordance with IRS Revenue Ruling 70-604, we request the following motion:

RESOLUTION OF West Cove “B”

RE: EXCESS INCOME APPLIED TO THE FOLLOWING YEAR'S ASSESSMENTS REVENUE RULING
70-604

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WHEREAS, the West Cove “B” 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 WCB Association:

RESOLVED, that any excess of membership income over membership expenses for the year ended AUGUST 31, 2019, shall be applied against the subsequent tax year member assessments or Common Area Reserve Fund as provided by IRS Revenue Ruling 70-604.

This resolution is adopted and made a part of the minutes of the meeting of the West Cove “B” Condominium Association.

NEW/OLD BUSINESS

WCB Gatherings becoming harder and harder to lock in hosts. This year we did not have a July gathering. It is expected that going forward, the Board will “host” the August gathering and the June and July gatherings will only be held if Owner’s volunteer to host.

The August Gathering will be held on Saturday, August 31st thanks to Moira Rice volunteering to host.

There will be 2 board meetings one in March and December and then the annual meeting

Moira Rice asked about putting down Trek decking and Mr. Donoghue has checked some of the decks in WCA and they are very happy with it they are going to check into the pricing. One owner spoke about in the long run he would like to see them using the trek versus wood and Mr. Craven said that we have to get 2/3 vote to do this. Railings will be another issue, Moira Rice said that they may get a better deal if they do it in bulk

An owner wanted everyone to know that Fowlers Pest control is the best, he used them for ants.

ELECTION OF A DIRECTOR

Bill Stanley’s term expires this year. We had a wonderful response to our call for volunteers and are happy to say that we have received the nomination of Moira Rice to take over for Mr. Stanley along with Patrick Eastman, Paul Mantell and Steve Skillman in line to fill upcoming vacancies. The floor was opened to other nominations, there being no other nominations, the floor was closed. Moira Rice was unanimously elected to serve a 3-year term as director.

Mr. Craven said that Mr. Stanley is a bright light gate keeper and he will be missed on the board they appreciate everything that he has done. Mr. Stanley spoke about Mr. Rice and being on the board with him was a great pleasure he told a story about how great Mr. Rice was. Mr. Stanley said how great it was to serve with Mr. Donoghue and Mr. Craven.

ACKNOWLEDGEMENTS

Moira Rice for volunteering to host, Dick Zuppari as Landscape Chair, and Belle Terre for all they do to make us look good. Mr. Stanley received a sheriff badge, and asked for a horse.

ADJOURNMENT

There being no other business to conduct, the meeting was adjourned.

Respectfully Submitted,

Lori Pare, Recording Secretary