

West Cove “B” Condominium Association Annual Meeting Minutes

August 27, 2016

INTRODUCTION:

Mr. Craven introduced the Board Members and Management. Mr. Craven reported that (9) units were represented in person and (14) by proxy; therefore there was a quorum. Mr. Craven asked owners to introduce themselves.

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 2015 ANNUAL MEETING

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

BOARD OF DIRECTORS REPORT

Mr. Donoghue reported the following:

- Landscaping
He commented that Mr. Zuppardi continues as the landscape chair noting that he is doing a great job. West Cove B is highly regulated on what they can cut and trim. He noted that last year WCB removed 35 trees that were infringing on units, this year WCB removed another 13-15 trees. Re-planting has begun, WCB has dedicated \$2000 toward targeted areas to beef up replanting without creating the same issue seen with the white pines; this is an ongoing effort.
- Sewer Issues - Unit 18 through 26
Mr. Donoghue noted B had significant issues this year with emergency calls, 2 pumps were damaged this year as a result of a towel being flushed and grease continues to be a significant problem. It could have been a \$20,000 cost to the Association but WCB got lucky this time. Mr. Donoghue reiterated the need to only flush waste/toilet paper; wipes and other “disposable” products cannot be flushed. One option is to install a grinder; however, this will be a large expense and it cannot handle towels, etc. Owners need to be more diligent. An owner asked how many grinders would they need and Mr. Donoghue confirmed 4 which would cost approximately \$28,000. Mr. Craven pointed out there is a lot of grease going into the system. The Board is also reaching out to the Realtors to be diligent in notifying tenants.
- Renters
Mr. Donoghue noted there have been numerous complaints regarding renters. Owners have asked if the Association should consider setting a minimum number of days you can rent. An owner commented that she has had an issue with renters taking up the entire parking lot and also unauthorized use of boats; she had to call the police. She noted that one owner has put in the lease that if the tenants disturb the neighbors they do not get their rental deposit back; more owners should do this. The Directors explained that this is an issue that may require a Bylaw change. The Board is going to sit down with the local Rental Agents to discuss the Association’s concerns with tenants. Mr. Craven noted WCB has to be careful with the rules to avoid legal issues. An owner stated that it is very hard to police the rentals; another owner suggested creating a better list of do and don’ts and request the renters sign before renting the property. There were many good suggestions for beefing up communication. Another owner thought the document should be in all units since it is not always renters; sometimes it is family and friends. Mr. Craven thought that was a great idea.

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Mr. Craven reported the following:

- B1 sold; therefore, the income from past fees has helped offset the sewer expenses;
- Chimney Inspections
Only active wood burning chimneys are inspected, this is mandatory;
- Garbage Fees
WCB has checked around to see if it would be worth trying another contractor or way to dispose of garbage and recyclables; however, WCB has not found any other viable alternatives. An owner noted they are seasonal owners and every time they come up, they find that the garbage crew has left the door open and they get rodent droppings. They would like the vendor to be aware of this. The Board will mention it to the vendor; Mr. Craven also suggested that they install a spring on the door so that it will shut tight when they leave.
- Air Conditioning
Mr. Craven spoke about the split heat/air conditioning units noting that their Bylaws do not allow them as of right now, his biggest concern is the noise. Mr. Greenfield offered to take Mr. Craven to a unit with the split air next week to show him one. Mr. Craven asked owners to send any questions or comments to Belle Terre. Mr. Greenfield feels this system would solve some of the issues they are having and they are very energy efficient. Mr. Greenfield also feels that this will help with property values, buyers are looking for efficient heating and air conditioning. Mr. Craven, together with David Greenfield and Carol Greenfield are appointed to be the committee to investigate the appropriateness of these systems for WCB and provide a recommendation to the Board.
- Mr. Craven reminded owners to read the State directive on the use of gas and charcoal grills as it is the Unit Owner’s responsibility to understand the rules. Any concerns should be directed to the State or Local authorities as it is not a West Cove B directive.
- Boat Storage Improvements
It was noted that the State did not approve the entire area, Lakes and Streams will likely try again to address the rest of the area at a future date.

Mr. Stanley reported the following:

- Roofing
The project is moving along at a steady pace, 14 units are completely done, after the 2017 project there will be an additional 5 more completely done, in addition 14 have been partially done and another 6 will be partially done after 2017. Mr. Stanley also spoke about the ridge vents that the roofers have been opening to help with ventilation; it is also screened to help with varmints. This will hopefully also help with the ice dams (no guarantees). An owner asked where the vent is and Mr. Stanley explained along the very top of the roof.
- Decks and Walks
He noted that in 2017 all decks and walks that were done in 2013 will be done. The board has decided to look into alternative decking, they are having issues with the current stain they are using, Matt Gallien is also having some issues with the same stain, and it is a very slow drying stain. Mr. Stanley explained as decks fail the Board is looking into composite decking, they also have composite railings. There are 3 different types of decking that is available but they feel the composite would be the better choice. Mr. Stanley has been doing a lot of research. Mr. Donoghue pointed out the decking in the South Cove and commented that it looks very nice. Mr. Stanley noted the composite is also mold resistant.

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- Unit Staining
WCB will be resuming the unit staining again in the fall of 2017. WCB will start with the oldest units; Unit 23 and 37 through 46 will be done.
- Weed Control
This year WCB had relative success. The vendor came back for a second time after Mr. Stanley went back through and pointed out some areas and they treated them again at no charge. There was an area behind B3 that was missed and he will take care of that this year.
- Erosion
Judy Platt pointed out that they have a lot of erosion behind 1 & 2, the Board agreed that they will take a look at it, Mr. Craven said if you have any issues please contact Belle Terre. An owner also said there are exposed wires. Mr. Norman brought up the driveway erosion and he feels that there needs to be some grading done near his unit, the Board will take a look at this area as well. It was also noted that some of stones along the retaining wall between units 5-6 needs to be replaced.

TREASURER’S REPORT

Mr. Craven presented the following report:

Cash on hand as of August 22, 2016 \$70,752

Common Area Reserves \$116,481

Operating Reserve \$12,633

Staining Reserve \$23,032

There is currently 1 delinquent owner owing more than 30 days.

Mr. Craven explained that the proposed 2017 budget was in the Welcome Packet and noted that they are holding their numbers pretty firm. The Board is recommending a \$5 per unit monthly increase; if any questions please contact Belle Terre.

Mr. Donoghue inquired if they go out for insurance bids and Terry confirmed yes.

Mr. Craven pointed out the snow removal on walkways will continue at 2” or more of snow. Judi Platt asked about the policy regarding ice buildup on the roofs, Mr. Craven told owners if you have a buildup of ice please contact Belle Terre.

Mr. Craven requested the following Motion:

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

RESOLUTION OF West Cove “B”

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

WHEREAS, the West Cove “B” Association is a NH corporation duly organized and existing under the laws of the State of NH and

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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 December 31, 2016, shall be applied against the subsequent tax year member assessments 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 BUSINESS

- Mr. Craven handed out gifts to the Donoghue’s and Rice’s for hosting the gatherings; he also handed out gifts to Terry and Lori of Belle Terre.
- Pets
The Bylaws do not allow anyone to have pets unless they are owners; owners should notify the Board if family members have pets, owners are expected to be present.
- Mr. Craven asked the members to join them behind units 6/7 between 5-7 PM for their final 2016 owner gathering.

ELECTION OF A DIRECTOR

Mr. Craven confirmed that Mr. Stanley’s term expires this year and opened the floor for nominations. Carol Greenfield nominated Mr. Stanley, the nomination was seconded. There being no other nominations, the floor was closed. Mr. Stanley was unanimously elected to serve another 3 year term as director.

Mr. Craven thanked Mr. Stanley for all his hard work.

ADJOURNMENT

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

Respectfully Submitted,

Lori Pare, Recording Secretary