

West Cove Annual Meeting, August 16, 2014

West Cove A Annual Meeting Minutes

INTRODUCTION

Mr. Mills reported that (17) units were represented in person and (7) units were represented by proxy; therefore, there was a quorum.

Mr. Mills asked any new owners to introduce themselves.

Mr. Horan [John and Teresa], new owner of Unit 47 introduced himself.

PROOF OF NOTICE

Mr. Mills asked for a motion from the floor to waive the reading of the proof of notice. A motion was made, seconded and passed.

MINUTES OF 2013 ANNUAL MEETING

Mr. Mills asked for a motion from the floor to waive the reading of the minutes of last year's meeting. Mr. Morneauult made a motion to amend last year's minutes. There were 2 areas that needed to be corrected; weed control and the election process. Mr. Morneauult noted the concern about weed control was environmental. The election process he mentioned last year was in regards to considering having absentee voting. A motion was made and seconded to amend the 2013 Minutes. The members unanimously voted to make the following amendments to the 2013 Annual Minutes:

RE: Weeds – The discussion also included the environmental safety of various sprays and whether they should be used in WCA;

RE: Election Process – There was an Owner request to introduce absentee ballot voting as part of the election process as well as proxies.

BOARD OF DIRECTORS REPORT

Mr. Mills gave the following Board of Director report:

Walkway and deck walking surfaces and rails on units 31-61 were stained this year, walkway and deck walking surfaces and rails on units 1-30 are scheduled for next year. The body of Units 1-15 were stained this year, there are no units scheduled for 2015.

Weeds were treated by a professional, licensed and insured applicator. Some owners asked to have no weed spraying done in their area; the contractor was notified. An owner asked to have more markers saying the spraying was done and Mr. Mills agreed.

Forestry Update- Laura French is the new Forester. The ECC requires the 5 Year Plan be done by a licensed Forester. The priorities are hazard trees, trees that negatively impact the structure and aesthetics which includes views of the lake and improvements to break up stark areas of the lines of condos. Mr. Roush inquired what the definition of a hazard tree is, he feels that sap and debris falling in the parking places is an issue, Mr. Mills agreed but noted that one man's sap on his deck is another man's shade. Mr. Roush noted that Fox Tree had removed some small branches. An owner inquired if Laura French is engaged with other condo associations, Terry confirmed she works with a lot of the groups. Mr. Morneauult asked how an owner gets a timely response if

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there is a risk of a branch falling and damaging a parked vehicle. Terry noted removal would get approved quickly if a safety issue and owners should note it is a safety issue when reporting the issue. An owner asked if there has been any discussion allowing owners to trim; Mr. Mills explained that all trimming must be approved; therefore, owners are not allowed to trim. An owner asked if owners were allowed to pay for improvements if not in the Association budget, Mr. Mills confirmed they could with Board approval. An owner asked when the plan would be done and if there would be a walk around. Mr. Mills confirmed the Board will notify the owners. An owner inquired if there would be formal report and what form it will be in; Mr. Mills confirmed it would be a PDF and can be emailed to owners. Terry explained that although the plan is a 5 Year Plan, the Association will still need to submit a yearly request for trimming and removals. An owner asked if this is for all trees or just trees near the water and Terry confirmed it included all of WCA.

Mulch-parking was done this year and the deck side will be done next year.

Insurance-Reminded owners of the Master Insurance Policy's \$5000 deductible per occurrence which the Unit Owner suffering the loss is responsible for. An owner noted that the unit owners' insurance will pay it. Mr. Morneault reminded everyone if they make major improvements to their unit they need to report it to Belle Terre with the cost and improvements. Mr. Morneault also reminded owners to get prior approval before any work is done.

Chimneys-All the brick chimneys were inspected and the contractor submitted a prioritized list. Due to the cost of brick replacements, the brick will be enclosed in a wooden chase similar to those on the Parkhurst Style Units. They will also have a metal cover to prevent water access. Mr. McGough asked about the existing wooden chase covers and Terry explained some chimneys have been done. Mr. Moses inquired when the next chimney cleanings will be scheduled, Terry noted it is usually in October. Mr. Moses feels it should be done in September before the burning season gets started. Mrs. McGough inquired if propane will also be inspected; Terry noted only active wood users will be done. Notices will be sent out in advance requesting owners' actively using wood sign up.

Dryer vents-Owners were reminded to have their dryer vents inspected. Belle Terre can provide owners with the names and contact information for several companies that offer this service. Mr. Morneault noted the new code requires metal vents. Mr. Morneault explained that the Eastman Community has a "shop local group" and he will inquire if they can check into a discounted program for the dryer vent cleaning. Mr. Roush noted that he has a "vent less" dryer that works great.

Structural Repairs-Mr. Mills confirmed there is a lot of wood rot and owners will see carpenters around in the spring and fall making repairs. An owner asked how the Board budgets for this and Terry explained it is funded from the reserves.

Delinquencies-Mr. Mills confirmed the Association recently collected \$21,700 from a delinquent owner. An owner inquired why it was allowed to get that high. Mr. Mills explained the Association was actively pursuing collection; liens had been placed as well as Notice of Termination of Services on the unit, therefore they would receive no services until paid in full

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even if the unit was sold. An owner inquired where the funds go; Terry confirmed back in the operating funds.

Litigation-Mr. Mills noted there is an injury lawsuit against the Association; he could not go into details as the case was still active.

Walks-Mr. Roush inquired who is responsible for the ice on the steps. An owner noted the Vendor does a good job but cannot be on site 24/7. Mr. Mills explained that owners have to take responsibility as well. Mr. Morneault said Belle Terre has been responsive and will come and deal with the issue if notified.

MISCELLANEOUS

Mr. Mills reminded owners of the following:

- Shut off the main water supply when leaving the unit for an extended period of time;
- Keep your propane vents clear of ice and snow;
- The Pet Policy and Form can be found on website.
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TREASURER'S REPORT

Mr. Rivenburg reported that cash on hand as of August 16, 2014 was:

- Checking Account - \$29,538;
- Common Area Reserve - \$107,896;
- Operating Reserve - \$12,043;
- Operating Deferred Maintenance Reserves - \$22,511.

Mr. Rivenburg requested a motion for the following IRS Ruling:

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

WHEREAS, the West Cove "A" 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 WCA Association:

RESOLVED, that any excess of membership income over membership expenses for the year ended December 31, 2014, 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 "A" Condominium Association.

The motion was made, seconded and passed by a unanimous vote.

An owner inquired what the ruling was and Terry explained it was necessary for tax filing

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purposes.

2015 PROPOSED BUDGET

The Board explained they did not draft a proposed 2015 Budget yet as it is still too early to project future expenses and funds needed.

NEW BUSINESS

GRILLS

There was a lengthy discussion regarding the Board's formal ban on the use of gas and charcoal grills on decks.

The Board noted that the State Fire Marshall and Grantham Fire Department have confirmed that the NFPA 1 Fire Code applies to the Eastman Condo Associations. All owners have been notified about the law. Any units attached to 2 or more units cannot use gas and charcoal grills within 10 feet of the structure which include decks according to the State Statute.

Owners commented that they felt the A Grill Policy should be in line with the rest of the Eastman Associations by not imposing an Association specific ban but rather taking the course of action of notifying Owners of the law and leaving enforcement to the State and Local authorities.

It was noted that the Board has to vote to formally lift the ban. An owner demanded the Board remove the ban on charcoal grills and take a vote at the meeting to lift the existing ban. Mr. Mills noted there is now a new Board and the Board will meet and review the Policy.

One owner supported the ban noting she is concerned with grill use at rental units.

After much back and forth discussion, the issue was tabled and Mr. Mills reiterated the Board would review the current policy.

OTHER BUSINESS

An owner asked if any associations have banned cigarette smoking on decks; Terry confirmed none to her knowledge.

Mr. Roush commented that there is an orange cable on the telephone pole near the overflow parking and it is ugly. The Board agreed to inspect.

Pot holes were discussed. It was noted that the Board is researching adding an additional catch basin in the lower end of Bay Tree to pick up excess run-off. York raking is only a temporary solution.

The beach access path between Units 30-31 was discussed. The lower steps are not in good condition. It was suggested that a ramp with rails should be considered.

An owner suggested a summary of the Rules and Regulations and an emailed copy of the Directory would be helpful.

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ELECTION OF A DIRECTOR

Mr. Mills noted that Carol Armstrong's term is up this year—he noted she did a great job in her "writings". Everyone thanked Carol for all her work

Mr. Mills noted that Henry Morneault has submitted his bio for the open position. Mr. Mills inquired if there were any other nominations from the floor. There being no other nominations, the floor was closed.

Mr. Morneault was nominated and the nomination was seconded. The Secretary cast one vote for Mr. Morneault to become the new Director.

ADJOURNMENT

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

Respectfully Submitted,
Lori Pare, Recording Secretary