

West Cove "A" Annual Meeting Minutes-August 24, 2013

INTRODUCTION:

The Annual Meeting of the West Cove "A" Condominium Association was called to order by Mr. Ernest Mills. Nineteen (19) units were represented in person and twelve (12) units were represented by proxy, therefore a quorum was declared.

PROOF OF NOTICE

A motion was made, seconded and passed to waive the reading of the proof of notice for the annual meeting.

MINUTES OF 2012 ANNUAL MEETING

A motion was made, seconded and passed by unit owners to waive reading the minutes of the 2012 Annual Meeting-

BOARD OF DIRECTORS REPORT

Mr. Mills reported/commented on the following:

- He noted the condos are getting older; therefore, there is a lot of maintenance being done on some of the units. Mr. Mills said there is no batting on the walls and this is causing water to get in and cause major rot.
- Staining-The decks and walkways of Units 1-30 were stained this year and the decks and walks of Units 31-61 will be done next year. An owner asked if WCA has considered the process WCB has adopted. The Board noted they have been discussing this; however, it is a very expensive project. The Board received quotes which indicated it would take up to 10 years to break even. They feel this year's staining has been much better than previous years.
- Mulching-Mr. Mills noted the Association alternates between parking and deck side every year.
- Chimneys-
 1. All active wood burning stoves must be inspected;
 2. Management confirmed chimneys are cleaned at the time of inspection if deemed necessary by the certified sweep;
 3. Owners must respond to the Chimney Notice that will be sent out to confirm their status regarding wood use;
 4. An owner was concerned that some "users" may not respond to the notice;
 5. An owner suggested every chimney be inspected at least every 3 years;
 6. An owner inquired if owners could use their own sweep. Mr. Mills explained the Association contracts with a sweep for many reasons including cost savings.
 7. Mr. Mills confirmed the Board would discuss the suggestions regarding the inspection process.
 8. Management confirmed the inspection is tentatively scheduled for Oct 1 – 4.
- Landscape Update-Mr. Mills explained that the Board will be doing a walk around and owners are welcome to attend.
 1. The order of priority is hazardous trees, protection of the structures, then aesthetics;

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2. An owner inquired about blueberry bushes along the shore noting other groups have installed bushes. Management confirmed WCB and WCC have installed blueberry bushes. Mr. Mills noted “A” has stayed away from the shoreline;
3. An owner inquired about the “canopy” look;
4. Management noted the Town of Grantham is also involved in approvals for removals and pruning.
5. Owners will be notified of the inspection date and are welcome to join the Board and Forester in a “walk around”.

- Grill Policy- Mr. Mills noted the following:

The NH Fire Marshal and the State of New Hampshire have adopted the 2009 edition of the NFPA Code 1 regarding the use of charcoal and gas grills at multi-family dwellings. This law has been adopted by the Town of Grantham.

There was lengthy discussion that followed:

1. The NFPA 1 Code states that at multifamily dwellings, no gas fired or charcoal grill can be used or kindled within 10 feet of any structure—decks are considered part of a structure. Electric grills are permitted.
 2. Anyone using a gas or charcoal grill on their deck is violating the NH Fire Code.
 3. An owner questioned the implication on the insurance and the Board agreed that a violation could affect everyone’s insurance.
 4. An owner inquired about grill use by other Eastman Associations. Management confirmed all of those managed by Belle Terre have been notified and will share the NFPA 1 Code with their owners.
 5. An owner inquired about designated grill areas. Mr. Mills confirmed the Board would research that as an option.
- Pet Policy-Mr. Mills noted the Board amended the pet policy and registration form. Mr. Mills confirmed that all owners must submit a registration form, including one for any tenants and/or visitors to their unit.
 - Tenant Information-Mr. Mills noted there are presently more tenants than in prior years. The Board is working on drafting information for owners to share with their tenants/guests.
 - Parking-Mr. Mills noted there have been some issues this past year. He also noted that “A” received help from the Eastman Security.
 1. More signage and parking hangers were discussed;
 2. An owner inquired as to how many spaces were allowed per unit; Mr. Mills confirmed 2; however, he noted they are not necessarily next to your unit.
 3. An owner commented it took her 3 times to find the right realtor to resolve a parking issue;
 4. It was suggested that tenants be provided with a brochure for the rules;
 5. Mr. Mills confirmed the Board will discuss the concerns raised.

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TREASURER'S REPORT

Mr. Jeffers reported that cash on hand as of August 24th was \$35,842 with 3 Delinquent owners owing more than one month of common charges. The Common Area Reserve Balance is \$129,831, Operating Reserve is \$6,440 and Operating Deferred Maintenance Reserves is \$15,003.

- Motion: In accordance with IRS Revenue Ruling 70-604, a motion was requested to designate 2012 actual excess of revenues over expense, if any, be applied against the subsequent tax year member assessments or the Common Area Reserve or Operating Reserve at the Board's discretion. The motion was made and seconded and passed unanimously by the owners.
- Budget- Mr. Jeffers went over the budget line items. An owner inquired if WCA solicits bids for insurance and Management confirmed they do. Mr. Jeffers explained this is a proposed budget. The Board will vote the final in December.
- Shoveling of the roofs and decks was discussed. An owner asked when a decision is made to shovel decks and roofs. It was noted that decks are shoveled once a year at Association expense when 2+ feet of snow has accumulated. The shoveling of roofs depends on weather conditions. An owner inquired about the Grounds Maintenance budget and it was confirmed that the pricing is also monitored for grounds work.
- An owner raised concern about the beaches, noting that each year a lot of lawn space is lost because the foliage is not trimmed back far enough. Mr. Mills confirmed this was not a WCA issue. It was noted that the cutting is done by the recreation department and there are a lot of legal requirements for trimming near the water. It was suggested that the Board contact Leslie Moses. The Board agreed to address this concern with the ECA.

OLD BUSINESS

- Moss on Roofs-Mr. Mills confirmed some slopes were done earlier this year; however, one owner noted the moss is already returning. An owner inquired as to the schedule. The Board will review the schedule and options.
- Dryer Vents-Mr. Mills noted dryers should be inspected for safety and noted that Serve Pro and Randy's Appliance both provide dryer inspections. An owner commented that he purchased a Bosch "vent-less" dryer that seems to work well.
- An owner inquired about future structural repairs. Mr. Mills noted it is difficult to assess the amount of work remaining as there are many variables. An owner noted that owners appreciate having lower fees but reserves should be addressed.

NEW BUSINESS

- Weed Spraying-There was a discussion regarding the use of weed spray versus string trimming. The opinions varied as some prefer spray and others prefer the natural appearance and/or use of string trimmers. Mr. Mills noted a committee in Eastman is researching the use of sprays.

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- Air Conditioning-An owner inquired why air conditioning is not allowed. Mr. Mills noted that condensers would be an issue on common area and could potentially be noisy for owners without air. Mr. Mills reminded owners that the Board conducted a survey and there was not enough owner interest in pursuing. He also noted that internal air conditioning systems are allowed with written Board approval.
- An owner inquired if the Board could research the trend in unit values. It was noted that the values appear lower. Management explained that foreclosures hurt everyone's value and there have been a couple recently in another Association. Mr. Mills noted that it is difficult to do a study as the units vary.
- Election Process-An owner commented that he would like to encourage everyone to be part of the WCA election and governing process. He stated that notice of a vacancy on the Board of Directors should be sent out prior to the annual meeting notice to allow interested candidates time to submit their biographical summaries, and that the annual notice should state that proxies may be given to any unit owner.

ELECTION OF A DIRECTOR

Mr. Mills explained that Mr. Jeffers' term expires. Mr. Mills asked for nominations from the floor. Mr. Jeffers was nominated and seconded. There being no other nominations, the floor was closed to nominations.

Mr. Jeffers was elected to serve another 3 year term.

ADJOURNMENT

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

Respectfully Submitted,

Lori Pare, Recording Secretary

Emailed all Unit Owners 10/4/13