

South Shore I Annual Meeting Minutes September 10, 2016

INTRODUCTION

The Annual Meeting of the South Shore 1 Condominium Association was called to order by Board President, Dennis Brown. Two (2) units were represented in person, One (1) unit was represented by proxy; therefore, a quorum was declared. Also present were Terry Jones and Lori Pare of Belle Terre Property Management. Mr. Brown called the meeting to order.

Mr. Brown reminded owners that there is an updated phone directory in the back of the welcome packet.

PROOF OF NOTICE

Mr. Brown requested a motion from the floor to waive the reading of proof of notice which is the meeting notice that you all received. The motion was made, seconded and passed by a unanimous vote of the members.

MINUTES OF 2015 ANNUAL MEETING

Mr. Brown requested a motion to waive the reading of the minutes of the 2015 Annual Meeting which was mailed to all owners. A motion was made and seconded. The members unanimously voted to waive the reading of the 2015 minutes.

PRESIDENTS REPORT

Mr. Brown presented the following President's report:

- Dryer Vent Cleaning was done by Randy's Appliance in August of this year. Mr. Brown was present during the cleaning and was very impressed by their efficient and thorough workmanship. A few issues were identified, including poor placement of outside vents for Unit #5 (into the utility box area). The vent cleaning was last done in 2011. Mr. Brown is proposing the Association have them done every 6 years, with the exception of units #1 and #6. Unit #1 is the only full-time resident currently, and unit #6 has a situation where a larger pipe funnels into a smaller pipe, causing more lint build-up. For those two units, cleaning every three years is more appropriate.
- Chimney repair is needed for Unit #1. Dazet Masonry has been hired to do the work which has been scheduled for September 1st – they hope to start on Monday. They will be applying two coats of sealant to that chimney as well. The last time all of the chimneys were resealed was in 2013. Even though it is recommended by the manufacturers to reseat every 10 years, Mr. Brown proposes sealing every 5, a suggestion made by Dazet. The Board plans to reseat again in 2018. Another concern is that if there is deterioration in the chimney of Unit #1, will there be others in the coming years? West Cove has used wooden enclosures over existing brick.
- As suggested by It Takes Two Construction in a prior inspection, we needed an upgrade for the top edge of our utility boxes. Instead of having just wood on top, shingles were installed by ITT and the work was done early spring.
- The roof of Unit #4 was showing some raised shingles at all 4 corners of the skylight facing the parking lot. Also, a projectile was wedged in the roof as well. Weathercheck Roofing, the company that installed the roof, has been contacted to do the necessary repairs.
- This spring the ECA surprised SS1 with the placement of a "porta potty" near the Snow Hill

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canoe racks. It certainly impacted our view from each of our 6 decks. Once Mr. Brown became aware of the “porta potty” he called Leslie Moses about the owners’ displeasure of its placement and followed up with a letter. Another issue is that this was done without any prior notice given to us as an Association, a similar move to the changes they made to Kid City a few years ago without giving us prior notice. Apparently, the “porta potty” has been found to be very convenient to many, and will be there in future years. We have requested that it be placed further down the path and away from the boat racks to be less visible to us. Mr. Brown will call Leslie in early February to remind her of that specific request.

- As in past years, Denny and Bill will act as “winter watchdogs” in the upcoming winter. They rely heavily on conversations with Belle Terre in monitoring the amount of snow on the decks and roofs to determine if someone should be hired to clear them.
- Bev Reed noticed some nails in the steps from the parking lot to our front entrances were slightly raised or in some cases bent. It could have easily been considered a safety issue. Belle Terre was contacted, a contractor was hired and the repairs were done at a minimal cost
- Mr. Brown thanked Mr. Reed and Mr. Messieri for all their help; it is greatly appreciated with him being away from the area. Mr. Brown also thanked Mr. Messieri’s son for all his help with the plants.

He also thanked Terry and Lori of Belle Terre for their prompt responses.

- Mrs. Reed thanked Mr. Brown for his great work in helping their 6 units run smoothly.
- Dryer vent cleaning: The Reeds have had someone else check their dryer vent and gave them an idea to help, he thinks it would take 4 years to build up again so they will do the cleaning every 3 years. Mrs. Reed suggested that everyone keep the snow away from dryer vents during the winter, Mr. Brown agreed.
- Chimney Repair- Terry explained how the wooden chases work and that it would save a lot of money to use wooden chases versus brick, the board will consider. The average cost is \$1600 to \$1800.
- Roof-Mr. Reed asked if anyone has ever considered metal roofs, Terry said yes they have talked about it however it is a safety hazard. .
- Porta Potty-there was much discussion about the placement of the porta potty.

OLD BUSINESS

- This is the last year of our upgraded landscape plan, with many new plantings on the lakeside. There was also new mulch placed both on the parking lot side and lakeside. EC Brown did the plantings and they will be contacted about any of the plantings installed this year this year that don’t survive the winter. Being the last year for the plantings also means that the Special assessment that was implemented the past 3 years is finished.
- As suggested by Laura French in her 5 year landscape plan, we intend to plant low growth

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Blueberry bushes along the coastline next year. As a board, we need to decide if we should do the plantings ourselves or hire a landscape specialist. They feel they should have someone plant the bushes below the bank. Mr. Reed asked if they should hire someone periodically to do some weeding, it is very hard for the owners to keep up with, Mrs. Reed wondered if Bill's son would be interested in weeding.

- Chippers have already been contacted for the fall trimming that they have done other years. Now that we know which junipers are remaining, they will be trimming them. They are scheduled for late September.
- Landscaping-Mr. Reed commented that there is a tree next to Nancy's that does not look healthy, it was planted this year. Mrs. Springsteen mentioned earlier that they picked an ugly tree and she does not like it.

NEW BUSINESS

- As in the past, Damon & Chris from It Takes Two, did a walk thru with the Board members to identify any possible structural issues. A detailed report was provided, and the report was basically good except for the back decks on the lakeside. Keep in mind the decks are original, except for Unit #5. The major issue is how the decks are attached to the back side of the condos. It becomes a safety issue if extra weight is placed on the decks. Granted, as a group we don't have parties with many guests on our decks; but a large amount of snow in a short period of time could be an issue. The board plans to do the upgrades over a period of several years. Mr. Brown would like to have some of the work done on the decks this fall.
- The state of NH has adopted some new regulations to the State Condo Act. Terry has been working with the Association Attorney to clarify any changes that need to be implemented. The two main changes are the adoption of a budget; owners must now ratify the budget. The Board must also have a minimum of one board meeting every quarter.
- Mrs. Reed inquired if there are rules regarding rentals. Terry confirmed there were none at this time. Mr. Brown asked Terry if there are any templates concerning tenants in the other groups. Mrs. Reed noted they should explore rental policies, which was seconded. Terry explained that some of the rentals pack in way too many people into the units, some of the Associations have implemented fine policies for non-compliance of rental rules.
- The board members are informally trying to find a way to possibly lower the monthly Assessment; it has been the goal for several years now. Mr. Brown compiled an analysis of what the reserves have been for the past 10 years. The biggest concern is what impact the deck improvements will have on the budget. The Board does not want to lower the assessment one year, only to turn around and raise it the following year.

TREASURERS REPORT

Mr. Reed presented the following Treasurers report:

The cash on hand as of September 10, 2016 was \$24,649 with 0 delinquent owners. The Common Area

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Reserves balance is \$47,169.00, the Operating Reserve is \$8184.00 and the Staining Reserve is \$7110.

Mr. Reed feels everything is good right now; the only concern is to keep the replacement funds up and he feels that they are doing that, the budget is weather dependent. Mrs. Reed feels the board is doing a good job.

Mr. Brown drafted a 10 year evaluation and passed copies out to the owners, they proceeded to go over the evaluation. Terry explained the Operating reserve versus the other reserves. Mrs. Reed had questions concerning the audit; Terry confirmed she would ask the auditors.

The following motion was requested:

IRS RULING 70-604

WHEREAS, the SS 1 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 1 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 Reserve as determined by the SS 1 Board of Directors

This motion was seconded and unanimously approved by the members and adopted and made a part of the minutes of the meeting of the SS1 Condominium Association.

ELECTION OF A DIRECTOR

Mr. Brown's term expires this year. Mr. Reed nominated Mr. Brown; the motion was made and seconded. There being no other nominations; the floor was closed. Mr. Brown was elected to serve another 3 year term.

ADJOURNMENT

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

Respectfully Submitted,

Lori Pare, Recording Secretary