

**Charter Town Homes Condo Association
Board of Director Meeting**

Wednesday, June 14th, 2023

Gazebo, 5:45 PM

Executive Session may be called at any time at the discretion of the Board in accordance with RSA 356-B:37-d

In attendance: Jessica Kahagian. Caroline Dominguez, Abby Myers , Theresa Cedrone, Matt Griset starting at 5:40 pm

- Approval of **April 20th, 2023** Meeting Minutes

Motion to approve, seconded, Passes 5-0

- Open Session - The board welcomed new owners in Unit 16 and Unit 8. A Unit member attending the meeting raised three topics: 1) scheduling another block party, 2) having the board look at the wording of the Pet Policy as related to emotional support animals, and 3) look at what can be done about possible dead or stunted bushes on an area of the grounds. The Board and members attending the meeting agreed that the block party was a good idea and recommended that the block party be held in the fall. The board has reviewed the pet policy. The board discussed landscaping under the new business report of the recent property “walk-around.” Another Unit member asked about repairs to a light fixture and foundation repair. The Board discussed this during the Old Business part of the board meeting. Another Unit member asked for a “profit and loss” statement. The board presented the current financial report during the treasurer’s report.
- Old Business
 - Repair to the foundation leak in Unit 4 & 8 will cost \$1200 to repair the cracks. The Board also proposes to repair the swale in front of Units 9 and 10 so that it will continue across units 7 and 8. Without the continuation of the swale, flooding can damage the pumps with an overflow of water during heavy rains. The cost to the proposed project is \$4900. A motion was made and seconded to approve this expenditure. Passes 5-0
- New Business
 - The board will set a date for the Owners Meeting in August.
 - The board reviewed the observations made while doing a walk-around the property in June. The Board discussed waiting until the final year 3 paving project is completed before recommending costs associated with new landscaping

projects. The board reviewed the list at the meeting. A Unit member attending the meeting noted that the light in front of unit 8 is still out. It was also noted that Unit 9 has a broken shutter.

- Financial
 - Treasures Report - Current Operating Funds - \$24,266. Current reserve funds: \$75,944; All of the bills for this month are paid. The treasurer does not anticipate any new bills this month. The treasurer reported that the association is staying within the budget as set at the August 2022 annual meeting.
- Select Date for Next Meeting --- July 11, 2023, 5 pm at the gazebo.
- Closing/Adjournment --- adjourned 6:10 PM