

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

**Thursday, August 31<sup>st</sup>, 2023**

**Gazebo, 6:00 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: Amy Kennison, Caroline Dominguez, Christine Cedrone, Gail Werrbach, Teresa Cedrone, Carolyn Oddo, Maggie Bishop, Barbara Holmes, Abby Ulfelder, Matt Griset

Meeting called to order at 6:00 PM

Open Session

- A unit owner asked about why the association paid for lights but not doorbells. The Board was not sure of the full history of doorbells but in recent years owners have started requesting video doorbells. Video doorbells are approved for use as long as the owner takes them down when moving (unless the new owner wants to keep them). The guidelines for doorbells are in the Rules and Regulations located on the website.
- A unit owner asked about the cat policy. The Board stated that the association has a one indoor cat policy.
- A unit owner asked about the erosion near the swale during the latest rain. The Board will have landscaping look at this.
- A unit owner asked about the plans for the city to improve the looks of the Charter Street paving following the sewer line work that was done recently. A Board member talked with the crew. The crew reported that anything further than the paving down the middle of the road will not be done. A unit member recommended that we email the city - collectively and individually - to request full repaving of the road and clean up along the dirt areas on the side.
- The Board should contact the new condo property developer about the removal of the mailboxes that are currently located on Charter Townhomes property.
- We discussed hope that the property developer might put up a new fence along our property line! Our fence is in some disrepair – especially the section near Unit one.
- A Unit member asked about standing water issues near foundations – especially during heavy rains. We discussed checking for drainage issues and getting longer extensions for the drainpipes

Old Business

- Unit 15- Foundation repair update: This project has been completed and paid for.
- Mail house project- all the work is done (including staining of the wood) and paid for.

#### New Business

- Overview of new board work agenda –
  - The Board reported on transition activities. Carolyn Oddo (bookkeeper for the previous Board) had volunteered to finish the fiscal year ending August 31<sup>st</sup> and complete the end of year financials. Carolyn is coordinating with Sam Macleod, treasurer, in the transfer of financial-related responsibilities. The Board thanked Carolyn for her hard work and dedication to the association.
  - The Board reported that the review of association work projects is underway. The Vice-president reported on the hunt for a snow-plow vendor. Several vendors that were contacted described the difficulties (and therefore additional expense) of our walkways, many stairs, and need for a “bobcat” to plow driveways. The Vice-president reported on a vendor whose possible contract and costs look promising. We will also look into a vendor suggested by a unit member.
- The Board recommended a Pot-luck get together for Saturday, Sept 30<sup>th</sup> in the afternoon. An announcement will be sent to unit owners.
- Management Company information gathering – The previous board membership explored the option of the association moving from self-governing to hiring a management company. The previous board tabled the decision for the new board membership’s consideration. A past board member reported on this exploration and what the pros and cons were for hiring a management company. The Board will review the proposals and make a recommendation for presentation at the next board meeting.
- Owner volunteer to recommend email security – The Board will take under advisement recommendations for improved email security.

#### Financial

- Treasurers Report: Current operating budget is \$14,953. Current reserves are: \$80,394. All bills have been paid as of August 31<sup>st</sup>.

#### Select Date for Next Meeting - TBA

#### Adjournment 6:37 pm