

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

**Monday, June 17, 2024 5:30 PM  
Gazebo, 30 Charter Street, Exeter**

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

- Meeting called to order at 5:30 PM
- In attendance: Amy Kennison, Christine Cedrone, Gail Werrbach, Sam Macleod, Teresa Cedrone, Maggie Bishop, Carolyn Oddo, Ed Oddo, Barbara Holmes, Jim Werrbach, Pam Cooley.
- Approval of April 23, 2024 Meeting Minutes – 5 approved
- Open Session—
  1. A community member asked about the status of pest control (specifically mice). VP Cedrone discussed the ways to keep critters from units and buildings. There are a lot of small holes and little places through which mice can get through. The previous pest control vendor used a nerve agent which is eaten by the animals. The animals start to blow up, can't walk and then die. Most important is preventative maintenance such as keeping garage doors closed. The Board will continue to monitor the mice issue.
  2. A community members asked if we were fertilizing the lawns. We have stopped the use of bio-spray on the community lawns. VP Cedrone described her conversation with the bio-spray company. She asked what was being sprayed on the lawns and learned there were multiple chemical being sprayed on the lawn – all of which had carcinogenic properties. VP Cedrone will continue to focus on reseeding and maintaining the lawns into a healthy state. There will be more seeding this fall. She is working her way through the complex in digging up weeds and trimming bushes. She is paying attention to trimming bushes around the air conditioners.

3. A community member asked about the sprinklers and why they go on even if it rains. VP Cedrone explored this with our landscape vendor who stated that this feature has never worked properly (to shut off during rain).

4. A community member asked about the addition of “rules” to the Association Rules and Regulations without a vote and showed the one and half page description of New Hampshire regulations related to service animals and emotional support animals that the Board added to our Rules and Regulations. The Board stated that no “rules” were added, however, we did think it was important to put verbatim quotes from New Hampshire regulations, related to service animals and emotional support animals, for clear clarification for owners.

5. A community member asked about the status of the year three paving project and when the Unit 8 and 9 driveways would be paved. The Board described meeting with the vendor about the completion of the project. The Board asked about the paving of the Unit 8, 9, 12 and 13 driveways – which were not paved during year two. The Vendor stated that his understanding is that these driveways were not included in the original plans. The Board agreed that the Unit 12 and 13 driveways were not going to be done as work had been done on these driveways previously. However, paving of the Unit 8 and 9 driveways was expected to be completed. The Board sent written communication to the Vendor related to our concerns. The issue is not resolved as of the time of this Board meeting .

5. A community members thanked VP Cedrone for doing many landscaping activities this spring including cutting bushes and seeding, thus saving money for the Association and keeping our HOA stable.

- Old Business

- Projects Completed--

- Moss removal was completed on Units 1, 2, 3, 14, the Utility Room next to Unit 14, and the Gazebo
- All Units received a power washing.
- Seven sprinkler heads were repaired

- New lights on all Unit garage sides were installed
  - The Board completed a walk around project review on April 27. We identified possible maintenance issues that we would include in the next year's budget.
  - Approval of Minutes process – The Board will continue to approve minutes at the board meetings.
- New Business
  - Annual Meeting Date --- August 17 10 am
- Financial
  - Treasurers Report
    - Through May 2024: Checking: \$13,089.23; Reserve: \$90,160.27; Special Assessment: \$26,077.37
- Closing/Adjournment: 6:15 PM