

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

**Monday, September 23, 2024  
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**

- Call to Order at 5:32 pm
- Roll Call ---- Amy Kennison, Christine Cedrone, Gail Werrbach, Sam Macleod, Carolyn Oddo, Barbara Holmes, Maggie Bishop, Jim Werrbach
- Approval of June 17, 2024 Meeting Minutes --- 4 approve, 1 absent
- Open Session -- no topics brought up
- Old Business
  - Paving --- We have a signed contract from Bell & Flynn and had a discussion about how the paving would be done. Bell & Flynn will dig up the driveways of Units 8 and 9. They will do two coats for Units 8 and 9. They will complete the final paving of the fire lanes, driveways, and the visitor's lot. We expect that the work will start in the next two week. We will contact Front Street Towers to see about parking in their back lot while the paving is being completed. The cost for the completion of the paving to units 8 and 9 will be \$3,484.18. These funds will be taken out of the reserve account as the special assessment account will not cover this expense.
  - Current Projects- landscaping; tree removal update --- Tree work and trimming continues. Two dying trees near units 20 and 19 were taken down. Two more dying trees will need to come down this spring. The large tree near the visitor lot was trimmed. VP Christine Cedrone continues to work hard at reseeding bare areas on the property – including reseeding near Unit 20. Edges will need to be filled in after the paving is completed.
- New Business
  - Long Range Project Planning (roofs, overall landscape, etc.)—The Board is looking at the pricing for new roofs and beginning to get estimates. We are looking at how much money we will need in reserve to adequately cover the new roof installation. We are looking at a more formal plan for replacing/ adding bushes and continuing to reseed some mulch areas. There are irrigation issues related where sprinkler heads are located as we reseed. The Colonial company will be doing the snowplowing for the next year. We expect to replace the broken shutters in the spring
- Financial

- Treasurers Report
  - FY End Numbers-- Reserve Fund: \$93,775; Special Assessment: \$31,225; operating \$18,723
  - YTD Numbers
- Tax Filing Prep--- We're in the process of completing year-end tax filing.
- Closing/Adjournment -adjourn--- 5:56pm.