

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

**Monday, November 18, 2024  
Unit 9, 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 5:30pm
- Roll Call: Amy Kennison, Christine Cedrone, Gail Werrbach, Sam Macleod, Carolyn Oddo, Caroline Dominguez, Pam Cooley, Barbara Hughes.
- Approval of Approval of November 18, 2024 Meeting Minutes--- 5 approve
- Open Session--- During the open session the Unit 20 owner discussed the break-in into the garage and the steps taken to keep the townhome safe. Bolt locks have been installed. Police were notified about the break-in. The break-in did not go beyond the garage level and the owner does not believe that anything was taken. Discussion focused on the importance of having bolt locks on unit doors. An owner asked about the status of our roofs and when new roofs might be needed.
- Old Business
  - VP Cedrone reported that she continues to try to get the large mailboxes fixed for use of package delivery. A special order lock has been initiated but we are still awaiting installation.
- New Business
  - VP Cedrone described Long Range Project Planning topics, specifically roofs, and overall landscape. The gardens have been cleaned up for the winter (thank you Chrissy!). The Landscaping company will do one more leaf clean-up this week and Chrissy will go around once more to trim up the bushes. All the loam has been put out. Chrissy checked all the sprinkler heads. Chrissy did find the sprinkler head near unit 20 and checked to see why it doesn't go on. She has asked for a map of all the sprinkler heads. The sprinklers will need some work and adjustment this spring. We will reseed the areas near the paving that was completed this fall.
  - Colonial will be doing the snow plowing again this winter. VP Cedrone will also be putting up the Christmas lights in the gazebo this week, and moving the table and chair sets into the gazebo for the winter. She continues to try to get an electrician for having the outside light fixed on the light pole.
  - Safety and security—The Board continued the discussion of safety in the community. We talked about cost options if we added any outside cameras.

- Financial
  - Treasurers Report --- \$14,998 – checking account; reserve account: \$97,3990.  
The Special assessment account has a \$31,225 balance as we have not gotten the final bill for the fall paving as of the time of the board meeting. If there are any funds left in the Special Assessment fund after payment of the paving invoice, owners will be able to decide where those funds are distributed.
  
- Closing/Adjournment -- Adjournment 6:03PM