

**Thornhill Condominium Association**  
**Thornhill Road**  
**Stratham, NH 03885**  
**2015 Annual Owners Meeting Minutes**  
**12/10/15**

6:00 p.m. Ray Elliott introduced the board.

Natalie Perry made a motion to waive reading of the minutes from previous Annual Owner's Meeting. 2<sup>nd</sup> by Barbara Preston. Motion passed.

Steve Miller explained the Thornhill Condo Association revenue and operating expense actuals. He spoke of expenses that had to be paid that was not budgeted for such as the necessary roof raking and the replacement of siding due to wood rot on several buildings. One building was being worked on at a time. Board has agreed to keep the condo fee at \$265.00.

The board agreed there would be a special assessment of \$1,000.00 as a best option for all home owners. As owners expressed interest as to where the money was going it was explained that by doing a special assessment it will allow reserves to grow. The reserves from last year's unbudgeted items need to be replaced due to the extensive amount of rot discovered. In addition, 7 front decks were replaced due to rot as well as 10 chimney boxes due to age and leaks were replaced. Discussion continued on alternative ways to approach this

without instituting the \$1,000 fee. Keeping the monthly condo fee the same was important when considering selling or buying units. The extra assessment will replace funds used for the roof raking, wood rot and leach field.

## President's Report

### Old Business

New Business: Exhibits of work done recently at certain units to replace wood rot were displayed.

Projects accomplished in 2015 were as follows:

- Stained entire exterior including decks and replaced wood rot on units 13 - 24
- Created new website for property
- Annual Pumping of all septic tanks occurred in November
- Annual Gutter Cleaning occurred in early December
- Created a Capital Reserve analysis to determine cash flow and contributions to reserves for future replacement projects
- Annual Chimney Cleanings
- Replaced 7 front decks with extensions and 10 chimney boxes

Master Insurance: 4% increase from 2015 to 2016 renewal. As part of the master insurance policy, please note that everything

affixed in the unit is covered. Any additional updates to the interior of the property that exceeds \$1,000 in improvements needs to be reported to the property manager so that he can report to the insurance company. There was discussion about how the master insurance works in terms of claims and it was mentioned that in the bylaws the master insurance policy is very vague and does not provide clarity to who pays for the deductible before the master policy takes over. It was suggested to amend the bylaws to describe the master policy in detail clarifying who pays up to the deductible and how the claim process works.

Thornhill Condominium rules were updated.

\*There should be nothing stored under the decks of the units.

\*Deck doors must be a three panel door. There are only four reimbursements per year. The association will reimburse 30% or no more than \$1,200.00 for the entire project.

We would like to welcome new owners to Thornhill. They are as follows:

Unit 3 - Lauren DeVogt

Unit 12 - Patricia Wlasuk

Unit 30 - Katherine Keniston

Unit 44 - Holly Sullivan

Unit 54 - Justin Rivlin

Election:

There was one position open on the board. Natalie Perry motioned to appoint Ray Elliott to the board of directors. 2<sup>nd</sup> by Joyce MacKenzie. There was no discussion. The motion passed.

Meeting adjourned: 7:43 p.m.