

Renihan Meadow Condominium Association Board

Monthly Meeting Minutes

September 21, 2024

The monthly meeting of the Renihan Meadow Condominium Association Board was called to order by President Scott Meyers at 9:14 am on September 21, 2024 via Google Meet. Also present were board members Arnold Martens VP and Secretary, Will Peirce Treasurer thus meeting quorum requirements. Arnold Martens seconded the call to order and all present approved.

Scott Meyers – Vice President's Comments

Scott moved that the August 17, 2024 minutes be approved. This was seconded by Will and approved by all. Scott asked to have Dale's report entered into the minutes without discussion. This was seconded by Arnold and unanimously approved. Scott then handed the meeting over to Will.

Dale Pare - Property Manager's Report

The following was accomplished the last 30 days:

- Called JP Pest for standard property service for the 24th or 25th of Sept.
- Installed 4 ft metal fence for life safety on tennis/basketball court
- Completed step assessment around property with Arnold
- Filed drive way cracks in asphalt from Buildings 1-4. Still need to do Buildings 5-8.
- Every Thursday do Inspection of common areas including basements. Issued warnings to Unit 113 on 9-5-2024 for washer/dryer in basement common hall and issued warning to Unit 54 for leaving trash next to dumpster area on 9-5-2024. Replaced piece of drywall on ceiling in basement common hall of Building 1 near Unit 13. Sub pump indicator light on sub pump for float stuck, repaired on Sept 12th
- Found standard key lock mail house doors for \$64.76 per,
- Called ESP for inspection, return call set for Monday September 23rd to schedule appointment. All doors will be posted beforehand.
- Relieved Fifield Electric from remaining duties to Renihan Meadows
- Sealed roof boot that was allowing water to enter Unit 118 on September 16th, Building 8
- Basement entry doorknobs need replacing for all basement doors to common halls.
- Trash pick-up from bear done every Tuesday and Thursday, sprayed ammonia
- Scheduled quotes for pavilion, one quote scheduled for Oct 7th, third quote scheduled for Oct 11th from High Meadows Builders LLC.
- Repaired cracked piece of vinyl on back side of Building 7 near Unit 106
- Emergency step repair to Unit 119, joist dropped and step broke, replaced step and rehung / lagged joist.

William Peirce - Treasurer's Report for August 2024

Revenue \$5.8k ABOVE budget, or 1.8%

Operating Expenses \$14.3k BELOW budget, or 5.3%. Key variances include:

- Water/Sewer is \$6.2k below budget, or 6.5%;
- Other Snow is \$4.0k below budget, or 100.0%;
- Pool Maintenance is \$3.7k below budget, or 100.0%;
- Insurance is \$2.8k below budget, or 9.7%; and
- Electricity is \$2.4k below budget, or 22.7%, but

- Trash Removal is \$5.6k over budget, or 18.6%;
- Fire Protection is \$3.0k over budget, or 396.0%; and
- Professional Fees are \$2.0k over budget, or 818.8%

Capital Projects \$7.3k BELOW budget, or 7.9%, driven by the postponement of many budgeted capital projects as offset by the unbudgeted \$68.5k drainage repair work

Reserves \$293.1k

- \$78.7k with Sugar River Bank
- \$214.4k in six laddered 182-day U.S. Treasuries
- \$31.1k reserve surplus (amount above 70% of annual Operating Budget)

Net Cash Position \$314.8k

- \$77.4k decline in past month (driven by drainage work); but
- \$23.7k improvement over past 12 months

Delinquencies 3 key offenders aggregately \$4,446 in arrears. One of the four last month was resolved on its own. The owner was having problems with getting the ACH feature to work. Ruth to follow-up on Unit 53 as they have fallen behind again on their payment plan.

Old Business

Will talked to Casella about removing a south end dumpster that would save \$780 a month. He also found out that a local Casella representative (driver supervisor) lives in the complex and Will to ask Dale to set up a meeting with them to discuss moving the remaining dumpsters just past the two panels being removed.

Arnold presented his and Dale's finding regarding the front and back steps at Renihan. Full details were given for the cost to do work in Trex vs pressure treated. Will asked for detailed four-year Capital Budget and repair/maintenance for stair, deck and rail replacement for next board meeting.

Some clarification was provided concerning the ESP contract. Will was under the misunderstanding that no inside fire detectors would be covered by the contract. It was explained that by NH statute all fire detectors had wired to the main box had to be inspected. The inspection starts at the main box and only a representative sample of the detectors inside the units needs to be done'

The board to send a letter to the offending board member indicating the alleged incident regarding racial slurs is not acceptable.

New Business

Upper Valley Contract is up for renewal. The owner has agreed to hold the monthly fee to \$5,000 for snow and lawn care. Arnold and Scott had asked for a quote to keep the area around the perimeter clear of branches, bushes and such. To do it this year end would cost \$4,000 and next year \$325 a month would need to be added. Arnold put forth a motion to approve these additions and Scott seconded. It was approved unanimously.

Will to follow-up with Dale to have fire extinguishers purchased from Home Depot. They cost about 40% for same size, type, and uses as those currently in the basements. This was approved unanimously.

Arnold to work with Charles to develop an RFP process for the pavilion, siding and steps. Arnold to also talk to Charles about becoming the vendor Tsar.

Will to draft a notice that will be posted to all Units in Buildings 7 and 8. Notice will outline the obligations of owners, renters and the association when it comes to roles and remediation expectations regarding insects inside the unit and outside in the common areas.

Meeting was adjourned at 11:08 am.