

Minutes - Gile Hill COA Board Meeting

6:30 p.m., Tuesday, August 9, 2022 (zoom)

Attendees

Gile Hill COA Board Members: Monte Blaustein, Beth McKinnon, Louise Moon, Olga Narvskiaia, Ben Staplin, Tim Tregubov, Art Knippler

Maloney Properties (MP): Tom Blondin, Kathy Tyrrell Luce, Diane Badger

Beth opened meeting at 6:35 p.m. Quorum established.

Reviewed minutes from June 14, 2022 meeting. Louise seconded the motion to approve; approved unanimously.

Request made to record this meeting was approved unanimously.

Reviewed prior action items

- February 2021 – this is now taken care of. Needed clarification of responsibility for maintenance and liability of exterior ASHP equipment in limited common area. Insurance company clarified that this is the owners' responsibility. It will be included in the Rules and Regulations under "Limited Common Areas."
- April 2021--Deferred maintenance—railings in stairwell at 15 Gile, **Tom** getting quote; may have to replace top to bottom. (See April 2022)
- August 2021--Phased painting/staining plan—per **Kathy**, she will work with **Monte** on what to recommend to Board for 2022. Next up may be hardie-backer boards (green siding).
- November 2021--**Ben** mentioned that the gravel path around the townhouses needs to be repaired/upgraded; we would have to deal with this separately. Update: Ben said some work was done on this at some point but the area eroded again. We need a more permanent solution. Maybe we can get a quote for this work when doing the large paving job. Later in this meeting, Olga will discuss some options for doing a CNA sooner and the gravel work can be included in the revised CNA.
- January 2022—**Maloney**--Re DHL's damage to townhome garage—supply issues meant extended delays getting replacement doors with windows. Ben's door does not have windows. It is a metal door and a second coat of paint was applied, but it is probably not possible to match the paint to the other doors. Many board members understood that a temporary fix was to get windowless doors and they would be replaced and paid for by insurance when the other doors with windows became available. At this (August 9) meeting, Kathy said the insurance company has paid in full and she does not think they will pay for two doors but will check into this again. She will have the insurance agent send a copy of the full insurance policy.
- Harriman's boiler maintenance and dryer vent cleaning – Diane provided information about units not done by Harriman's this year. Options about maintenance in the future will be discussed later in the meeting.

- April 2022--Re capital projects to be done in 2022—per Kathy, Maloney typically uses the 2015 CNA along with Board input to set up plan for the year’s capital projects. These projects, including pressure washing and clear-coating, and rusting doorframes can be added to the revised CNA.
- Rodent issue. Maloney will look into what has been done and how much it has cost to put rodent boxes at townhomes by JP Pest. Are they continuing to monitor? There is no poison in the boxes. Discuss further at next meeting.
- Trash removal and camera. Camera does not seem to be a deterrent, but we will leave it there anyway. Perhaps we can provide alternatives for people to remove large items. We are paying \$1,000/year removal fee for trash left outside the dumpsters.
- Other action items will be discussed later in agenda.

Maloney Properties Updates

- Provided financial report. The budget is on target and expenses are under budget.
- Liberty Utilities is doubling their rates. Maloney will project a budget for 2023.
- Maloney was able to lock in a rate for propane before the rates went even higher, for one year (through September 2023).
- Insurance renewal – rates are pretty much the same as last year. The condo association pays quarterly; rentals pay yearly.

Treasurer’s Report

- Investing our funds:
Motion was made by Louise, seconded by Olga, and approved unanimously, to take \$100,000 out of the capital reserve fund, invest that in a term CD, FDIC guaranteed, at a rate of at least 2.25% or more, for 9-12 months; and for Maloney to invest the money within the next 30 days in a bank of their choice that meets our criteria. Kathy will let us know as soon as that is done.
- Number of issues for which we need legal advice. Received confirmation from Town of Hanover of property lines and ownership of the road. There is a deed that engages Hanover, Gile, TPHT, Dartmouth College...Monte will send a copy of that once he receives it. The road is a Class 5 road – we have right to use it, plow, repave... anything that does not go against a town, state, or federal rule. Landscaping and taking down trees are within our prerogative. We need to have a legal opinion on the deed/easement primarily to identify liability and responsibilities. Maloney thinks the rentals should also help pay for any shared legal and other expenses associated with this. We will collect as much information as we can and have a separate board meeting regarding this.
- We should also have board training regarding the board’s obligations.

Landscape Committee Update

- Cyrus Benoit, an arborist recommended by Peter Butler and specializing in hazardous/diseased trees, identified potential hazards to people, vehicles, and buildings. The biggest problems are the green ash trees that line Gile Drive across from

15 Gile and around White Pine Oval. Some are already infected with the ash borer. However, they appear to be on Town of Hanover or Mink Brook Conservatory property, not Gile property. We need to identify/confirm the Gile property boundaries.

- Cyrus said that if a tree falls and causes injury or damage, we would be liable. Kathy said that if a claim was made, our insurance would pay and then subrogate the town insurance, and their insurance would get involved. Kathy will start the process to contact the Town of Hanover to put them on notice and have them research the boundary lines, and Maloney will document any communications and actions. Kathy will also talk to TPHT about it.
- Other hazards include the dead hemlock tree across from 2 Gile which would be easy to bring down; several dead trees at White Pine Oval; the pine to the left of 7 Gile. Beth will share the information with Maloney and the board. The cost should come out of rental/condo budget, not the landscape budget.

Rules/Regs Update

- Almost complete. We have a new pet policy. An outstanding question – placing a lien on a property. Article 13, regarding compliance, highlights liens. They can be brought for non-payment. Airbnb – we could add a lien for that. Liens are mentioned in two sections of the Rules and Regulations and also in the Bylaws so we can reference the latter in the Rules and Regs.
- Restrictive rules were retained even if not currently enforced.
- According to NH law, open flame grills are not allowed on a deck or porch above other units, but electric grills are allowed (2017). Language was added to the Rules/Regs for people to be considerate of neighbors, and avoid large quantities of dangerous or hard-to-clean substances on the balconies. Kathy will follow up with the insurance company. If they don't recommend allowing electric grills, we should default to the insurance guidance and not allow grills on balconies.
- Rather than delay the Rules and Regulations update, we should send out to owners. If anyone has substantive comments, the board will consider them for the next revision. When completed, Maloney or Beth will send out the revised Rules/Regs on behalf of the board and advise where comments should be addressed, with a deadline of 30 days to respond.

Harriman's Maintenance (boilers, dryer vents)

- Options for future maintenance should be included in the Rules & Regulations: (1) Stick with what we are doing now (we have a list of those who have not serviced – 6 out of 42 are done). It is inconvenient and time consuming with about an 85% completion rate. (2) Leave obligation to residents and not schedule it except to say that they need to do it. There has the most potential risk. (3) Hybrid option – give independent responsibility but either incentivize or penalize non-conformance. (4) Amend Rules to require annual or biannual boiler inspection and dryer, whatever best practice dictates. Everyone would schedule and pay cost themselves; however, when the budget is done each year, look at the per unit cost, and increase the condo fee by that amount per unit. If the owner

provides proof of compliance, then credit that amount back to the owner. We could also reduce the condo fee by that amount. We would probably have at least an 85% compliance rate, and an incentive rather than a penalty might be more effective. Ben will put #4 together as a proposal to the board and the board can vote by email.

- Regardless of which option we choose, we should know who is not complying. Our major concern is the safety issue and it is important for people to comply.

CNA Reassessment for 2022 and beyond

2023 is year 15 of TPHT's investment period so 2024 is the year they would start to recapitalize and refinance, and have a capital needs assessment. We need to look at the shared needs but also condo needs such as condo buildings and carports.

There are some things we need to tackle sooner than later such as erosion control. However, we might as well get a longer term plan for CNA components for condos as well as shared/common land. Olga will follow up on this. We will do a longer-term CNA until 2040, involve TPHT, as well as a plan for our own buildings. We will work with Tim's contractor and Olga will update the board when she has more information.

EV Chargers

Olga researched and provided detailed information about public options. The consensus was that for now, there are other projects/funds that need to be prioritized. This would also be an expense from which few owners would benefit at this point. Individual electric car owners should work out their own solutions to charging their vehicles for now.

Lighting Update

We were approved for a grant by NH Saves and Liberty Utilities to replace lighting at Gile, but then they found a 6th meter that provided lights for covered parking plus two street lights. The problem is that the grant cannot be used for rental units. They found that TPHT has been paying for that meter. Monte recommends that the condo association pay for that bill or redo the proposal, subtracting the lights for the 6th meter. Kathy can research this more; however time is of the essence. We need to move quickly and correct the situation and provide proof. It is likely that both TPHT and the condo association should share the bill. Monte will work with Kathy on this.

Other:

- We will continue to meet via Zoom.
- Notify owners that the Annual meeting will be on October 11

Motion to adjourn made by Olga and seconded by Ben. All in favor. The meeting was adjourned at 8:47 pm.