

## **Gile Hill Board Annual Meeting November 6, 2019, 6:30 PM Dartmouth Hitchcock Medical Center, Auditorium D**

### ***In attendance***

Board Members: Arthur Knippler, Nancy Garrett, Mark Washburn, Sally Boyle, Sarah-Jane Kerr, Tim Tregunov  
Maloney Properties: Tom Blondin

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Quorum was established and meeting was opened at 6:34 pm.

Meeting Agenda: Members reviewed meeting agenda shared by Art Knippler, Board President

New Business: None

Update from Maloney Properties:

- Distribution of Memorandum for Update/Follow-Up notes from MPS
- Distribution of L&M Service Contract, Harriman's Heating Contract
- Distribution of Gile Hill Welcome Letter, Emergency Response Document, and Preferred Contractor list

Financial update from Treasurer, Sally Boyle

- Reviewed cash summary, operating account balance and savings account
- Variances in some line items, consistent to what we normally see, saw no concerns
- \$163,000.00 capital reserve (less 20,000 for staining)

Financial Audit

- Audit will be performed by Gallagher and Flynn regarding
  - Evaluate Maloney Property Services management – Are bills being paid on time? Correctly?  
Asking best practices?
  - File Taxes

Other financial Items for discussion

- Capital reserve needed for improvements
- Are we on target for taking care of all needs?
- Possible dues increase

Capital needs assessment

- To be done in Spring 2020 by Clay Point Associates
- Board will request prior review of finished assessment. Board will also request presentation to Board by Clay Point representative

Maintenance updates

- Fall clean up finished
- Repairs to road - asphalt done, banks widened
- Pavers in place and working for specific unit
- Painter (we are next), 2nd year delay, 1 week of work
  - Board requested TB to pursue other proposals

Other Items/Suggestions:

- Repaving of roads within Gile Hill complex
  - Curbs and drains to be raised or it all pitches to center with drains
  - Job to be bid out, TPHT will be involved
- Consideration of sidewalk continuation from 15 Gile to lower half of complex
  - Consider when re-paving
- Fenced in garbage dumpster area
  - Requested TB to pursue proposals
- Walkway lighting to Buck Road
  - Requested TB to pursue proposals
- Fencing at the complex entrance to slow people down

Development of Maintenance Committee, purpose determined as follows:

- Working group to define level of maintenance and cleanliness
- Decide objective of scheduled maintenance, make maintenance suggestions
- Define maintenance deficiencies
- Mark Washburn, Beth McKinnon and Tim Tregunov members of committee

Development of Website Committee

- Website has been paid for one year
- Tim Tregunov to manage

Adjourned 8:11 pm by unanimous vote.