



#### Board of Directors

Peter Antoinette, President  
Ted Ciesielski, Vice President  
Bobbie Bartels, Treasurer  
Salli Haberman, Secretary  
Chris Siebert, Director

#### Property Management

Sharon Sanborn, Property Manager  
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Melissa Graves, Assistant Property Manager  
[mgraves@foxfirenh.com](mailto:mgraves@foxfirenh.com)  
603-889-1378 – Office

# September 2021

## PRESIDENT'S COLUMN:

As summer departs, the work of Property Management and the Board continues to ramp up to develop next year's budget and setting of the monthly fee for your vote in December. Our goal is to balance current spending, operational expenses, and funds needed for the future, reserves, to maintain our grounds and buildings in the manner that makes Ledgewood Hills such a desirable place to live while controlling as best as possible monthly fees. Our larger expenses, those for Landscaping, Snow Removal, and Property Management contracts were put out to competitive bid two years ago with long term contracts signed; so they are easy to budget. We have been looking at creative means to control our other expenses.

Some of our larger expenses are for wood repair and painting. As they age our wooden buildings are requiring more extensive work to keep them in good repair. This has been putting pressure on spending. We divide the property into sections, called Phase groups that get special attention wood repair, painting, and landscape rehabilitation every 6 years. Over the past year the Board spent considerable time evaluating how those cycles might be adjusted without negatively impacting the condition of our buildings and

reduce this pressure on the budget. We have chosen to extend the phases, reducing the size of each, to allow for the increased needs for wood repair. We did experience such an extension, with minimal negative impact, as Phase work was delayed from last year due to the Roof Project. We will monitor impact of this decision and make adjustments if needed.

We intend to hold what will likely be our last "stand-up" owners meeting, weather permitting, on the lower tennis court beginning at 6PM, due to onset of darkness. We are exploring the use of "zoom" meetings going forward.

Property Manager Sharon Sanborn is leaving Foxfire. We are confident the current on-site Foxfire team, Melissa and Ken, will continue to provide fine support for the Association as will Foxfire headquarters personnel who will fill-in where needed. The Board will join Foxfire in the search for a new senior Property Manager. We thank Sharon and wish her well for her future.

*Peter Antoinette*

## Property Management Report

### Sharon Sanborn, Property Manager

The good news is that we are re-opening the clubhouse for parties. However, you must be aware that the clubhouse is not handicap accessible, and it will be noted on the form on the website.

Some owners have asked management what they should expect on a response time. Depending on the time of day the call or email comes through, it will be returned same day, or at the latest, the following day. It is important, however, that you leave your phone number and that you leave your address when leaving a message. We spend a great deal of time when getting a message, looking for where the owner lives, or sometimes we can't make out the name of the caller, and no additional information is left. In this case, the response time will be longer.

As a reminder, the Association's website is available to all owners and residents. The site is updated regularly and provides a tremendous amount of Association information including condominium documents including Rules and Regulations, Owner's Meeting Minutes, newsletters, units for sale or rent, ARC standards, insurance agent contact, snowbird information forms.

I want to remind all midrise residents to be careful not to buzz in anyone unless you have positively identified the person. Please do not let anyone into the building(s) unless they are your invited guests, or if you can be certain that they have a legitimate reason for being in the building – such as police, emergency or fire personnel. Your cooperation is for the benefit and safety of everyone.

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September 10<sup>th</sup> will be my last day as Property Manager for Ledgewood Hills.

While the decision to leave this amazing community has been difficult, I'm looking forward to new responsibilities and challenges. I will, however, miss coming here on a daily basis.

I would like to thank the Board of Directors as well as the committee members and building monitors for their hard work and dedication supporting the role of property management.

I leave knowing that our great staff Assistant Manager Melissa, will continue to provide the best quality care to the community.

I wish you all a healthy, safe and prosperous year!

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### **BUDGET NOTE:**

Update on water costs: the July cost of water was \$1,818.55 over budget and year-to-date the cost is \$11,294.27 over budget. The July cost reflected the June water billing which included irrigation costs and, if the trend continues the cost of water by the end of the year could be over budget by \$20,000 even after changing irrigation watering to every third day from every second day. Thank you to those who are fixing faucet drips and running toilets, going to a car wash instead of washing your car outside your unit, and limiting use of water all around.

## **FIREWOOD STORAGE**

With the cold weather fast approaching, many residents will be stocking up on firewood. Please refer to the Rules and Regulations regarding the storage of firewood, which states, "Firewood must be stored in the garage, or if kept outside of a unit, shall not exceed 1/3 cord, piled neatly and stored on the front or rear decks as inconspicuously as possible. To prevent damage to the wood decks, firewood stored outside must be elevated at a minimum of 1" off the deck to allow air to circulate. Additionally, wood must also be placed in such a way that air can circulate to the unit's siding to avoid damage to the building."

## **SNOWBIRDS**

If you plan to leave the property for an extended period of time, you must notify property management. Even if you leave at the same time every year, it is important to let us know. You will be required to leave us with your winter address, as well as an emergency phone number.

## **DECK CARPETING**

A reminder, per the Rules and Regulations, that all deck carpeting must be removed by November 1<sup>st</sup>. This rule was enacted to protect deck floorboards from moisture & rot damage. Your cooperation is appreciated.

## **PET RULES**

We have received several complaints about owners and/or tenants not following the rules regarding pets. Cats are not allowed to roam free on the property. If you have a cat, it must be an "indoor cat". There is nowhere on the property where dog owners are not expected to pick up after their pet.

If you are walking your dog, you must have a pick-up bag at all times. You must dispose of this bag properly (dog station).

Remember that owners are given permission to have pets at Ledgewood Hills. That permission is granted subject to the rules being followed, and is revocable.

## **WHAT'S HAPPENING AT LEDGEWOOD HILLS**

The phase work is ongoing at this point. Over 65% of the rot repairs have been completed. The painting is still running behind, and owners will be notified as soon as we have a date for that work to start.

The Board of Directors approved an updated Rules and Regulations, which will be sent to everyone once it has been registered. It will also be updated on the website.

Management has signed the contract for the sprinkler replacement at 30LH and the expectation is that the project will start late September after shop drawings and the building painted has been completed.

## **POOL CLOSING**

As per previous years, our pools will be closing the end of the day on **Monday September 13<sup>th</sup>**. After the 13<sup>th</sup>, O'Leary Pool will be closing the pools for the winter season.

## **CLUBHOUSE RENTALS**

The Board of Directors made the decision to open the clubhouse for rentals for the remainder of the year. The updated application is on the website, and as the building is not handicap accessible, owners will be required to initial the rental form stating they are aware of this prior to the event.

## FURNACE REPLACEMENT

The new, energy efficient furnaces require additional exterior venting, which requires written consent from the Association's Board of Directors. Residents interested in installing this new furnace will need to submit an ARC form to property management (found on the website). All work must be done by a qualified heating contractor and must comply with all applicable local, state and federal codes and requirements. In addition, the homeowner is responsible for obtaining all city permits.

## SMOKE DETECTORS

The National Fire Protection Association recommends that you replace your hard wired smoke detectors when they are 10 years old. Many owners have stated that their detector continues to beep after they replace the batteries. This is because they have expired, and is due for replacement. This is a homeowner's responsibility.

## Window replacement

Owners are asked to submit an ARC request before work begins on the installation of new windows in their unit. The request is on our website under ARC ([ledgewoodhills.net/arc](http://ledgewoodhills.net/arc)). Please note that, if windows not on the approved list are installed, the Board will ask that owners remove and replace them.

## Nominating Committee – September Submission

Plans for an Informational Meeting for those interested in running for the Board of Directors have firmed up and Chris Siebert has volunteered to be the Board spokesperson. She brings a wealth of experience to the conversation having served for six terms in various capacities on the Board, including President, as well as a variety of Committees. September turned out to be a busy month so we selected the following three dates in October. . . . October 5 (Tuesday), October 6 (Wednesday), and October 13 (Wednesday). When responding, please indicate which date is most convenient for you. The Informational Meeting will be held at Dan and Carols house, 9 Lilac Court, at 3:00 PM and should not go for more than an hour. However, the length of the meeting is dependent on the level and quantity of questions. Please RSVP to Dan Kelly at [drknnh02@aol.com](mailto:drknnh02@aol.com) or Joan Champagne at [champ.sing@comcast.net](mailto:champ.sing@comcast.net).

As a reminder, there are two seats available as Ted Ciesielski and Bobbye Bartels two year terms have expired. The Informational Meeting is for all potential Board candidates and is intended to answer any questions you have about governance, responsibilities, time commitment or any other issues that concern you. Attendance does not commit you to running. The only qualifications for running and being on the Board is that you be a member in good standing, an on-site resident, and have a desire to make Ledgewood Hills an even better place to live.

Submitted by *Dan Kelly*, Nominating  
Committee Chair

## Important Insurance Information

Owners who need “proof of insurance” for their mortgage company can contact Kim at 603-447-5123, or email [kim@infingerinsurance.com](mailto:kim@infingerinsurance.com). The 2021 Master Insurance Policy is posted on the website.

### Painting Cycles Are Now On Our Website

The new schedule for painting is now available on [ledgewoodhills.net](http://ledgewoodhills.net) (look under ARC). For over two years, the Board studied ways to adjust this schedule with two goals in mind: **1- cut costs for owners** (the new timeline will cut costs by 20% or even more) and **2- maintain the property to our current high standards**. Many owners have concerns about the extended phases. We hope a few details will help explain the change.

The Board looked at four different schedules. The one chosen equalizes the number of units in each phase, keeps the years between phases consistent across all buildings and puts buildings situated close to each other in the same phase to save the cost of moving contractor equipment and materials.

By changing the cycle from 6 years to 8 years, the savings should be at least 33%; however, it could be higher or lower.

The eight-year phase work is not unusual for commercial buildings and supported by contractors. Owners may notice that some of our building faces deteriorate faster because of sun, rain, and tree exposure. In between painting phases, these problems will be individually addressed. Owners should let Property Management know of any deterioration.

The Board will specify that a high-quality paint is used and a less costly alternative is not substituted. Phase work is monitored and inadequate work reported to the contractor. We ask owners to let us know when they have concerns about the quality of carpentry and painting. Property maintenance repairs/replaces deck balusters and boards on buildings not in the current painting phase and owners should notify management if they see rotten boards on their deck.

A reminder to owners: you’re required to paint your decks and porches on the 2nd, 4th and 6th year between phases. The specified paint is listed on our website under ARC. Thank you for helping to keep our property beautiful!

### Finance Committee Meeting

SEPTEMBER 13, 2021 @ 6:00 pm

### Board Meeting

SEPTEMBER 15, 2021 , tennis courts,  
weather permitting at 6:00 pm

### Foxfire Management Contact informatio

Clubhouse Office . . . . . 603-889-1378

Email - Melissa Graves, Assistant Property  
Manager [mgraves@foxfirenh.com](mailto:mgraves@foxfirenh.com)

### 24-Hour Emergency Maintenance Service

For all emergencies, please call the clubhouse office. After hours, phone call to this number are automatically forwarded to Foxfire Property Management

**Disclaimer Notice:** Neither the Board of Directors nor the Association attest to the accuracy, validity, quality, or performance of any service or product offered in this newsletter, nor can they recommend them. The purchaser should evaluate each product or service before buying, and be alert to possible inappropriate offering.



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