

Meadowlands Condo Association

Keene, NH

Minutes of the Annual Meeting

February 21, 2026

Board Members Present: Norma Couture, Ray Harvey, Ralph Mancinelli, Ronald Saunders.

Nineteen owners were present, including board members, and nine proxies were submitted. A quorum was confirmed, and the meeting was called to order by the Board President at 4pm.

Executive Summary

The Board reviewed 2025 financial performance, major projects, and ongoing issues.

The 2026 operating budget was presented and approved by unanimous vote.

Major maintenance projects and anticipated expenses for 2026 were discussed.

Annette Sturtz was re-elected to the board for another three-year term.

Administration

- *Approval of Previous Meeting Minutes:*

The minutes from the 2025 annual meeting, having been distributed via email and hard copies provided to owners, were presented for a vote. After being moved and seconded, the 2025 annual meeting minutes were voted and approved unanimously.

Review of the Year (Norma Couture)

The board president presented an overview of 2025 which included

- A successful condo-wide yard sale
- Sale of four units generating \$4000 in capital reserve contributions.
- The roofing project continued with completions of Building 34.
- Three driveways (building 36 A/B/C) were reconstructed.
- All condo roads were resealed.
- Power washing of selected buildings continued.
- Insurance premiums were locked in for two years.
- A successful holiday “cookie swap” event held at the clubhouse.

Review of Financials

- The Association ended the year in the black with \$31,565 in checking and \$31,670 in a CD reserve. All work continues to be funded through regular HOA dues, which will increase in 2026 to \$440 monthly, avoiding the need for special assessments.
- The loan balance is \$43,194.90 with a monthly payment of \$14,640.
- Major projects included ongoing roofing with building 34 completed and driveway reconstruction and condo road sealing
- AGM landscaping and snow removal continues to be steady due to a two-year contract through 2028
- Master insurance costs continue to increase but will be partially held in check by a two-year negotiated contract for 2026/2027.

Review of Condo Maintenance and Association Requirements (Ray Harvey)

- Fireplaces
 - Insurance stipulations require annual inspections of all fireplaces, even if not used. June 2026 notice to all owners will be given with four months to complete.
 - All fireplaces must be inspected. There is no difference between gas/propane or wood burning.
 - *Q) Can an inspection be done any time of the calendar year*
 - *A) Yes. The owner must provide written documentation of completed inspection*
- Road Repair
 - Repair details were discussed, filling cracks and sealing roads, and the impact of weather
 - *Q) There are companies that use rubber in their asphalt to prolong the road life. Are there any plans for this?*
 - *A) We are aware of the process, but there is no plan to implement that currently.*
 - *Q) Will you put out word to take studded winter tires off?*
 - *A) There is no law that requires automobile owners to removed studded tires. We will consider the issue and act if appropriate.*
- Dryer Vents
 - Insurance required dryer vents inspections and cleaning were completed this year, with a two-year cycle going forward.
 - *Q) Can we get a group price for this considering we have 36 units that need inspection?*
 - *A) We will work on this. The vendors doing this work are limited and there is little competition among providers.*

- Building Maintenance
 - Windows and outside doors should be repaired if necessary. Owners were reminded to maintain windows and exterior doors and address visible wood decay promptly.
 - Attic insulation should be checked. Insulation that is not intact will be losing heat and costing money.
 - Power Washing – Three buildings were done in the spring. We will continue this practice with selected buildings in 2026.
- Garage Doors – through an arrangement with Keene Doors the Association was able to arrange a discounted price for the required garage door replacements in 2025, saving approximately \$1000 per unit.

Landscaping and Grounds (Ralph Mancinelli)

- Trash and Recycling
 - The Association switched providers in 2025 from Waste Management to Monadnock Disposal. A two-year fixed price contract at \$5160 continues to be good fiscal management.
- Landscaping
 - Landscaping and snow removal continues to be contracted with AGM, now with a two-year contract at \$41,000 year.
 - The Association's landscaping efforts in 2025 included tree removal, underbrush cleanup, and entrance sign bed updates.
- Driveways
 - Building 36 A-B-C driveways were rebuilt in 2025. The driveways were affected by the continuing cycles of winter frost heaving and large stones penetrating the surface.
- 2026 Projects
 - Continued pruning of shrubs and attention to fungus on some of the trees.
 - Installing an irrigation faucet to make water more available throughout the complex and avoiding the connections of hoses now necessary.

Questions

- *Who funds the reclaiming of lawns after the winter? Several lawns are quite dug up.*
 - Given the snow this year the lawns have been affected. We will discuss the repair and reseeding with AGM.
- *Did we go out to bid on the landscaping vendor?*
 - No. AGM has consistently provided quality work at the lowest historical cost. We have maintained the relationship with a two-year contract with no price increase.
- *Paths through the snow were cut during snow removal to facilitate propane delivery. Now owners are doing it. Is this the plan now?*
 - No. It is not necessary for owners to shovel the path. Snow paths for propane delivery remain the responsibility of AGM

- *Crab Apple trees need attention, leaves are browning and dropping early in the summer.*
 - This could be a fungus. We will contact an arborist to discuss proper treatment.
- *Pine trees throughout the City of Keene are being destroyed by a fungus and spreading. The city plans removal. Does that affect our trees?*
 - Red pine disease affecting the City of Keene does not currently impact Meadowlands white pines per arborist review.
- *Why doesn't the Association contact other roofing vendors for bids? By not going out seeking other bids we could be taking on unnecessary higher costs.*
 - The Association is currently using WE Brown as our roofing contractor. They have a solid reputation; we can call them at a moment's notice for issues that come up and they are always responsive. The quality of work is quite good both for the larger roof and sunrooms that owners have had redone. The pricing has always been reasonable and even discounted when negotiated. The board has decided this is the best roof contractor for us currently.

Insurance

- The background of condo insurance was discussed including the recent history of escalating costs. The Association has been able to negotiate a two-year contract with our master insurer, keeping increases under more control.
- The Association has guaranteed replacement coverage at \$15 million, with full replacement coverage regardless of cost.
- The water damage deductible was raised to \$25,000 for homeowners. Owners were advised to consult their homeowner insurance to discuss appropriate coverage adjustments.

Board Elections

Annette Sturtz was nominated for another three-year term as board member. After seconding Annette was elected by unanimous vote, with no opposing nominations.

Conclusion

The 2025 Annual Meeting concluded with reminders about speed limits, snow and ice removal, storm preparedness, and community rules.

The Annual Meeting concluded at **5:10pm**

Next Meeting: The next regularly scheduled board meeting will be held on **March 10, 2026**

Respectfully submitted by Ronald T. Saunders, Member of the Board of Directors and Clerk

March 9, 2026