

Meadowlands Condominium Association

Minutes of the Meeting of the Board of Directors

Open Meeting for Homeowners

September 11, 2025

Board members in attendance: Norma Couture/Ray Harvey/Ralph Mancinelli/Ronald Saunders/Annette Sturtz. A quorum was present, and the meeting was called to order at 3:58pm

Nine homeowners were in attendance. Questions from homeowners are noted here.

Executive Summary

Before discussing current issues, the board members reviewed and approved the minutes from two previous monthly meetings. This meeting discussed the current financials, including balances and pending accounts payable, as well as income from dues, CD, and interest, and on-going/capital expenses. The grounds committee reported on various projects, including driveways and roads, and tree removal. The building committee discussed chimney and dryer vent inspections and cleaning, with future focus of negotiating better pricing for these year/semi-yearly expenses for homeowners.

Administration

- Approval of previous meeting minutes
 - *Motion by Ray* to approve the minutes from August 14, 2025, second by Ralph. The board voted unanimously to approve
 - *Motion by Ralph* to approve the minutes from August 18, 2025; second by Ray. The board voted unanimously to approve.

Review of Financials

- An update on current financials and year-to-date expenses and income was presented.
 - YTD operational income from multiple sources is \$136,931.84
 - Bank checking balance is \$22,642.51; CD balance is \$31,257.28
 - Loan balance is \$47,875.38
 - Monthly routine expenses total \$7,278.42.
 - Capital expenses, including driveway repair, road sealing, Bldg 34 roof replacement and porch replacement and repairs total \$77,325.02
 - The CD is due for renewal in February 2026.
- The board discussed the remaining budget year and the need to plan for next year's expenses with an eye toward increased costs for roof repairs and master insurance.

Roofing, Roadways, and Grounds

- The roofing project for Building 34 was completed with mild disruption especially related to skylight replacement.

- Driveway repair, and association wide road sealing was successfully completed with the consensus that there is an overall improvement and value added. There is a slight budget overage of \$1273 for these projects.
- The need for additional work on landscape beds, trees, and entrance area was discussed.

Q. Is it necessary to stake the property for winter plowing? What is the cost?

Staking the property is good for the initial early snow and sets the boundaries of the property lines. The cost is \$200 and the work is done by AGM, the landscaper.

- Boundary property needs attention with tree trimming. This will be reviewed in October.

Q. The pine trees along Stonehouse Lane need trimming.

The blue spruce trees are the responsibility of the City of Keene. The white pines along our property border are Association responsibility and will be reviewed.

Q. The area along the drainage canal needs trimming as well as the common property areas where shrubs are growing up.

These issues will be taken care of as part of fall cleanup and winter prep.

Buildings

- Work on the Bldg 34 roof was reviewed in depth with aerial photos provided by Ray. The project was successful and completed with few issues. Light damage from skylight was noted with the roofer providing remediation. Eight sections of plywood roof decking needed replacement.
- Three buildings have completed the roof replacement. Two additional buildings(36 and 38) are planned for roof replacement in 2026, as well as the 38A porch.

Chimney and Dryer Vents

- Insurance required chimney inspections were discussed. There are 17 units that have chimneys, and they all need inspection yearly even if the fireplace isn't used. Ray will follow-up with owners still on the schedule to ensure compliance.
- Dryer cleaning deadline is October 1st, with 12 units still needing completion.

Q. Is a group rate possible for future inspections and cleaning?

Future rates for yearly/semi-annual cleanings will be explored

- It was noted that all garage doors have now been replaced.

Operations

- Plans for next year were reviewed including two roof repairs. The board discussed the need to balance the budget with the resources available, and the importance of maintaining the property was highlighted.

Q. The outside porch lighting is old and needs replacements. Will this be completed.

The Association is responsible for outdoor lighting. This is currently not in the budget, but will be explored and priced out. All lighting fixtures must be the same and the board is committed to regular property maintenance and upgrades.

Q. Will more porches be redone in coming years?

The plan for 2026 includes one porch based on our current budget. Eventually, all porches will be replaced as part of on-going improvements.

- The board president thanked fellow board members, and those homeowners attending, for their hard work and dedication to the community.

Meeting concluded – 5:03 pm

Next board meeting – October 8, 2025

Respectfully submitted by

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

October 5, 2025