Sundown Condominium Association

Annual Meeting Feb. 11, 2023

Weirs Community Center

The meeting was called to order at 9:06 am

Board members present were Mark Granoff, Pres; Marion Monson, Treas. Barbara DeAngelis, Sec.; Charles Mihle present via zoom

A roll call by unit was conducted by the Secretary for residents present in person as opposed to those represented by Proxy. Number of units in attendance were 14 with 5 proxy votes.

The President presented a Year in Review report mentioning that next year he hopes to be able to have zoom capabilities for all who are not able to attend in person.

Highlights of the year in review:

-extensive work has been done by the Board and will continue to protect our property interests from adverse affects of the abutter 224 Endicott Granite Gate Development. This is an ongoing issue requiring legal support, formal hearings at City Hall and potential remediation action with the City of Laconia as well as the abutter.

- This abutter is tying into the Sundown private sewer line which in turn flows into the City of Laconia sewer lines. Private sewer line inspection requirements are being initiated by the City of Laconia necessitating formal inspection plans be submitted to the City. The Board has engaged legal expertise; new lines for legal and first inspection appear in the budget for 2023. Said inspection costs will be borne on a 31 to 6 (unit)ratio between Sundown and Granite Gate. A formal legal sewer agreement will be finalized.

- Fence repairs along 11B. There were two accidents in 2022. Once accident in August and another accident in December. The first accident resulted in the reimbursement of Sundown Condominium from the drivers insurance company (Progressive Insurance). We collected $2,434, for this accident which was deposited into our account. The second accident in December, the driver was not insured. Therefore, Sundown Condominium has submitted the claim to our insurance company. Our insurance company will take the role of subrogating with the driver. The accident in December has created a claim of $4,265, for material and repair to the fence. This amount listed does not include the $2,500, deductible which we will recover if required to pay ahead to our insurance company.

- NHDOT will not install a guard rail for the protection of our property; only if it would protect motorists. Property damage is our responsibility. Bob Boudreau our carpenter will commence repairs in the spring. The Board intends to install bollards to protect the propane tank that narrowly escaped being hit in this second accident.

- Sundown has been wired for Comcast now. Residents have a choice of providers now between Breezeline and Comcast.

- Projects completed for 2022:

trim and rot repairs, painting and privacy fence repairs; dryer vent inspections and external clean out; spraying for control of carpenter ants

-Projects scheduled for 2023:

Sealing and crack repair of driveways, Nestledown Drive, parking keys and walkways.

Continued painting, repairs etc using Bob Boudreau. The CertaPro franchise in Manchester has been sold. We will be working directly with Bob Boudreau who did the actual work anyway.

Landscaping Committee plans to focus on eradicating weeds, weed control, plantings for water control for Buildings 59 & 63 and perennials planted by the entrance sign as well as maintenance for work already performed. $500. has been allocated in the 2023 Budget for the Landscaping Committee

* It is hoped the Standards Committee regarding doors and windows which was chaired by Dan Shaughnessy last year will be continuing.
* The Board is aware of snow removal challenges and is constantly working to resolve same with Gilford Lawn and Landscape (GLL)

The Budget Report was presented by the Treasurer. Highlights of which were:

-All unit owners are up to date re condo fees as of 1/1/2023

-4 units sold in 2022. The real estate transfer fee resulted in $3160. ($790.ea) being placed in the Reserve Account as required by our governing documents.

- The Line of Credit Loan (LOC)at 5.75% interest will be paid in full by 12/31/2024 LOC balance at 12/31/2022 was $88,111.79 A loan amortization schedule was provided to all. $40,200. for annual P&I has been included in the 2023 budget

- The 2023 Budget reflects operating expenses of $89,838.

- Current landscaping contract with GLL will expire on 4/1/2023. The Board will be requesting quotes from two vendors including GLL. We are awaiting a formal quote from them but have incorporated into the 2023 Budget a modest 7% increase. The Budget does include replacement of front stones on 7 buildings.

- Insurance has increased by 2%; trash removal by 23% due to an increase in disposal fees. Legal costs for 2023 are estimated at $6400. This cost may increase depending on the legal developments with 224 Endicott St and the City of Laconia as well as the finalization of the sewer agreement between both parties.

- A new 2023 Budget category in the amount of $3600. has been created for sewer inspection as per the requirements of the City of Laconia. This quote covers inspection and sewer line vacuuming only – no repairs.

- 2023 capital expenditures reflect $7500. for carpentry work and painting on the buildings, and the crack repair/road sealing at approximately $16,500.

-The buildings are 35 yrs old. The first 3 roof replacements were performed in 2016. The buildings will have to be completely painted again. It is the goal of the Board to maintain the buildings on a cycle plan. To this end a portion of every condo fee paid is deposited directly into the Reserve Fund.

- The Board proposed with the presentation of the 2023 Budget that condo fees remain at $395./month with a portion continuing to build our reserve and invest in our community.

Election of the Board of Directors

* The Secretary will be resigning, leaving openings in that position and that of 1 Member at Large.
* The other members of the Board have each agreed to continue serving in their present positions.
* JoEllen Milkovits has indicated her desire to run for the office of Secretary and Barbara DeAngelis offered to take the position open for Member at Large.
* A individual vote for each position on the Board of Directors was each unanimously affirmed by a show of hands.
* Ratification of the Budget was conducted by the written signed submission of a form by each person present and part of each Proxy submission.

Open Discussions from the floor

1. Cindy Young cited parking issues in the key used by Buildings 12 and 22. They have tried resolving on their own but there continue to be issues and sometimes the Bldg #12 side does not get plowed as a result. She asked if the Board would look into striping and numbering the allocated unit parking places.

* The President responded that he had looked into this with a resulting quote of approximately $500 for numbering. That cost may have to be shared by the unit owners requesting same. The Board does not want Sundown to look like a motel parking lot. Peter Alabiso said perhaps a short line of demarcation would be less visually offensive.
* The President mentioned the various areas which currently can be utilized for snow plow “Active” parking. Meaning you move your car there and as soon as your area is plowed your car has to be returned to its rightful place. It cannot be left at the temporary spot or that area cannot be plowed. He acknowledged that parking is an issue but we have to be considerate of all.

It was requested that the Board send out an email informing all residents of the available “Active” parking places for temporary snow plow parking purposes.

1. Charlene Alabiso requested the Board conduct a “walk around” regarding various tree branches currently touching roofs; some buckling shingles on unit #7B as well as revisiting some rot and clapboard work done a few years ago.

The President stated a “walk around” would be scheduled. Our roofing contractor is excellent and would be contacted if deemed necessary.

1. Ray Halko mentioned that at unit #12C there are rotted tree limbs overhanging his parking area. He is greatly concerned over the safety of children.

The President indicated that ZD Tree, our tree removal contractor would be asked to come out in the spring to assess and remedy the situation at unit #12 C plus any branches coming in contact with roofs.

1. Pat Rowell suggested that prior to the paving work this spring, that the grassy area on the side of building 42 used by 2-3 cars for overflow cul de sac parking be “cut out” to facilitate parking instead of a grassy area. This area could then be plowed in the winter to provide year round additional parking.

The President indicated that it is crack repair and sealant that is going to be done, not actual paving per se. He did suggest that perhaps he, Charles Mihle and Pat could take a look at the area in the spring.

The President publicly thanked Barbara DeAngelis for all the years of dedication as the Board Secretary not only to the Board but the entire Sundown community. It will be a tremendous asset to have her as a Member at Large due to her vast knowledge.

Being no further business nor discussions from the floor a motion was made by Gil Jameson and seconded by Peter Alabiso to adjourn.

Meeting was adjourned at 10:10 am.

Respectfully submitted by Barbara DeAngelis