

Rowell Estates Condominium Association

P.O. Box 446 Kingston, NH 03848

Minutes of Board of Directors Meeting 10/28/2025

The Board of Directors Meeting was called to order by Jim Savarese at 3:08 pm at 38 Ash Drive.

In attendance: Jim Savarese, President; Elaine Provencher, Member; Jean Allen, Secretary, Steve Safos; Treasurer, Jim Delude, Member

MOTION: Upon a motion by Elaine Provencher, the minutes from the prior meeting of 10/8/25 were unanimously accepted.

TREASURER REPORT

RECA October 28, 2025 Account Balances

DEPOSITS:	BANK BALANCE	RECA BALANCE	
CHECKING ACCOUNT	\$104,686.39	\$91,931.75	
READY RESERVE	\$2,239.14	\$2,239.14	
BUSINESS CD:	\$0.00	\$0.00	
TOTAL:	\$137,815.53	\$122,619.53	
OUTSTANDING CHECKS:	CHECK #	AMOUNT	DATE
Ridge Runner Construction	2272	\$6,100.00	10/14/2025
Flawless Flooring New England	2281	\$7,080.00	10/27/2025
E&E Septic LLC	2282	\$2,016.00	10/27/2025
TOTAL		\$15,196.00	
UNPAID INVOICES:			
Ridgerunner Construction		\$6,100.00	11/15/2025
Rockingham Irrigation		\$4,306.00	10/31/2025
TOTAL		\$10,406.00	

Steve Safos announced that our final payment to Ridgerunner for the roofing project is in November. The final payment, including the assessment total, is approximately \$58,000.

WORK ORDER REPORT

Elaine Provencher stated that she has paid \$1850 in work orders for October. There are work orders still open for Karl at the amount of \$1750.00.

ONGOING BUSINESS

Elaine Provencher discussed the need for a second contractor/handyman to be hired along with Karl. She will “interview” potential candidates recommended by new vendors.

NEW BUSINESS

Jim Savarese approached the subject of dealing with our vendors. Jim would prefer that the Board member responsible for the function of the vendor be the one that fields any request for changes, complaints, etc. and bring to the Board their recommendation. From an administrative standpoint, Jean will continue to support that Board member with that particular vendor.

Jim Delude informed us that there is a new meter in the pump house and that all needed parts have been replaced and paid for. He also discussed installing 5 control panels for the septic pumps in the dog houses and we'll work with Ron Chase on developing a schedule.

Jim also informed us that he will be installing stakes around the septic tanks to mark them for the winter in case E&E Septic needs to come out and access is limited by snow.

There was a discussion regarding cleaning out the dog houses and forming a work team to get this done. Jim Delude will solicit the support of volunteers.

Jean Allen will speak to Eileen Murphy regarding taking on the role of a back-up for our web page.

Jean will also continue to develop a binder for all contracts. It was decided that the contracts should be maintained by functional Board person responsible for the vendor, the secretary, and the president. Steve, as our treasurer, should also have a complete set.

Jean will also contact Pest End and inform them that she will be the new contact person for their company. Jean will serve as both the functional person as well as administrative.

The subject of “guest vs resident” was approached and the Board agreed that this needs to be clarified and an amendment to the bylaws will be created. Steve will look into what is

required from us in terms of having to create an addition to the bylaws. This subject will be presented at the next Board meeting.

It was determined that the conveyance fee for new buyers will increase from \$1,000 to \$1,100 due to an increase in the condo fee.

The pet policy was discussed and it was agreed by everyone that the new policy, which includes a fine for the resident, will replace the current policy in the Rules and Regulations. Steve will also look into what we need to do in terms of changes to the rules and regulations or bylaws to make this effective.

There was a detailed discussion on the financial forecast and budget. It was decided to hold off on opening another CD until we have the savings to do so. The initial feeling of the group was that by March we should be able to make a decision on a CD.

A thorough discussion was held relative to residents being able to install a sprinkler system. It was decided that due to our water system requirements that we maintain our current position of them not being allowed. Jim Delude will be prepared, if need be, to share our rationale with the community.

Jim Savarese approached the subject of our open meeting in January. Each Board member will do a presentation with hand-outs being provided to all in attendance.

Upon a motion by Jim Savarese and a unanimous vote, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,
Jean Allen, Secretary
RECA Board of Directors