

**GRANITE HEIGHTS CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**November 27, 2023**

The Granite Heights Condominium Association Board of Directors meeting was called to order at 5:30 PM. The meeting was held at Cedar Management.

Board Members Present: Lester Robinson, Angela Graham, Jo Greenwald, and Chester DuPont.

Owners present by remote: Lou Pipitone, Alex Libby, Deb Bills, Colette Leavitt, Deborah Sgro, Nancy Caron, John Danish, and Kelly Osolinski.

Management: Allan O'Brien

#### Minutes

Mr. Robinson made a motion to accept the 8/17/23 minutes as presented. Ms. Graham seconded the motion and all present were in favor.

Board Vacancy. Board member Tony Sukiennik has sold his home and resigned his position on the Board. Management reviewed the procedure for filling the vacant position. The remaining Board members can appoint a replacement until the next annual meeting, or the Board can call for a Homeowner's Special Meeting and have the replacement Director elected until the next Annual Meeting. The Board agreed to appoint a member until the next Annual Meeting and Management will post a signup sheet in the post office for 30-days. The Board will make the appoint at their next regular meeting.

#### Financial Reports

The Board reviewed the financial statements for the period ending 10/31/23. As of that date there was \$323,641 in the checking account and \$375,600 in the reserve accounts. For the 10 months ending there was a deficit from operations of <\$19,239> due to insurance. Units in arrears more than 3 months include 1332 and 1360.

## Owner Requests

The owner of 1003 submitted a request to review the rear bulkhead. Management will review the bulkhead.

The owner of 1014 submitted a request to install a black wrought iron handrail on the front stairs and asked if the Association would pay ½. The owner also reported a problem with the front stairs regarding the distance from the top platform to the threshold. Management has measured the front stair height and they are all the same including from the platform to the front door threshold. The Board approved the railing request at the owner's expense.

The owner of 1318 reported interior upgrades.

The owner of 1317 requested the Association to provide a partial reimbursement for water and mold mitigation due to the foundation leak. The Association will be paying the cost of filling the foundation seam, and the Board agreed to pay no more than half of the mitigation bill, not to exceed \$1,000.

The owner of 1355 submitted a note on roofing leaks. The attic has been inspected and areas on the roof repaired. The owner will monitor the areas.

The owner of 1015 submitted a request for light repairs. The LED front light fixture needed to be converted and now has been.

The owner of 1029 submitted a request to seal three foundation cracks on the exterior and cut tree root on the side of the home. The cracks have been sealed and the root will be addressed when conditions permit.

The owner of 1028 submitted a request to address water accumulating in the driveway. Management has dug a trench and it appears to have taken care of the problem.

The owner of 1017 requested permission to install a window a/c unit on a temporary basis until the central a/c unit is replaced. The owners have three month old infant in the home. The Board granted the request.

The new owner of 1325 submitted a request for a construction trailer in the driveway during renovations. The Board approved the request.

The owner of 1318 submitted a note that there is a small depression in the new driveway. Management will have the paving contractor address the area.

Mr. DuPont noted that during leaf cleanup the landscaping company disturbed a number of decorations in the front yards. He also asked for an update on the new signs. Management has spoken with the landscaper and the new signs should ne completed in the next few weeks.

The owner of 1016 asked for an update on Fidium Fiber. Management noted that all the agreements have been signed and Fidium hopefully will make a decision shortly. The owner also asked to have the plows push snow towards the end of the road and to completely shovel the hydrants.

The owner of 1025 asked to have the tree limbs checked, also noted that the landscaper was blowing debris towards the homes creating a mess, and asked about the responsibility for shoveling bulkheads. Management will review the trees and noted that shoveling the bulkhead area was an owner responsibility. Management will contact an individual on the property that residents can hire to provide extra shoveling services.

The owner of 1017 noted that residents should go to the Fidium website and pre-sign up for services. The more that sign up early may speed up the process.

The owner of 1339 asked if the Fidium agreement provided them with an exclusive service agreement. Management noted that Comcast would still be providing service over their lines.

### Other Business

The Board reviewed the 23/24 snow service and 2024 landscaping proposals from Precision Property Services. After discussion Ms. Greenwald made a motion to accept the 23/24 snow service agreement from Precision for a fixed price of \$43,000. Mr. DuPont seconded the motion and all present were in favor. Mr. Robinson made a motion to accept the 2024 landscaping proposal from Precision in the amount of \$38,000. Ms. Greenwald seconded the motion and all present were in favor.

A meeting will be held in late January 2024 to review the revival of the building rights from the 11<sup>th</sup> amendment that have since expired, and the proposed 13<sup>th</sup> amendment to revive building rights for another 114 homes. Management will send a notice to all unit owners by US Mail.

The Board reviewed the update on the proposed easement with Hooksett Village Water that provided a time line to replace the existing tank and construction on the new tank. The new tank elevation would only be about 10 higher than the existing tank. There way no timeline given as to the start date of the new tank. The Board is in favor of granting the easement for the new tank with compensation paid to Granite Heights by Hooksett Water in the amount of \$38,000.

The Board then reviewed the 2024/2025 proposal from Cedar Management Group for management services with a fee of \$22 per home per month. Mr. Greenwald made a motion to approve the Management proposal from Cedar Management Group in the amount of \$22 per home per month with a price guarantee through 12/31/25. Mr. Robinson seconded the motion and all present were in favor.

Budget 2024: The Board reviewed the draft 2024 budget prepared by Management. The budget reflects increases to Landscaping, snow services,

management fees, sewer pump maintenance, and a large increase to insurance. Legal fees were decreased by \$4,500 and the resulting monthly fee was calculated at \$288. Mr. DuPont asked if the Hooksett Village Water easement funds could be used to reduce the projected monthly assessment? Management noted that the funds would not be received in 2024, but may be used in the future. After discussion Mr. Robinson made a motion to approve the 2024 budget at \$288 per home per month effective 1/1/24. Ms. Greenwald seconded the motion and all present were in favor.

The Board reviewed the final drainage plan from Northpoint Engineering on the roadway between 1001-1016. As of this date, the majority of drainage work has been completed.

#### Outstanding Items / Maintenance

1358 bury irrigation line rear

1017 New grass side lawn

There being no other business Mr. Robinson made a motion to adjourn the meeting at 7:15 PM. Ms. Graham seconded the motion seconded the motion and all present were in favor.

Respectfully submitted,  
Allan O'Brien