



PINEWOOD VILLAGE UNIT OWNERS ASSOCIATION

Hello Pinewood Village

The Pinewood Board met on February 17, 2021. This letter will give you a summary of the topics covered and resulting actions. In addition to a summary of the Board Meetings and Financials for the month, the Board is hoping this Newsletter will also provide answers to frequency asked questions unit owners (new and long time) may have.

Present at the meeting were:

Board Members: Ilana Grallert (President); George Blike (Treasurer); Roger Clarkson, and Barbara Newton.

Unit Owners: Frank Kier & Don Kantor - #16, Linda Barton - #8, Christopher Ashley - #11, Jan Bent -#3, Ridie Ghezzi - #2, Rebecca Johnson - #9

Moseley Associates: Kara Moseley

Covered Agenda

Minutes

Minutes for the January 20, 2012 Board Meeting were accepted after suggested changes to the name of two of the attendees present at that meeting. It should read Barbara Newton and Christopher Ashley

Financials

The financial reports were accepted.

George and Ruth (PWV bookkeeper) have continued to update the PWV financial reports reflect best practices. Retroactive to November 1, 2020, George had Ruth apply IRS rules to some transactions that were in the operating budget that really are not typical for an operating budget. These expenses have been reassigned and so we have a much better handle on what are regularly recurring expenses. Because of that reassignment, we are where we should be with the operating budget and because of that, at the end of this quarter we will be able to roll over a fair amount into the reserve budget.

George then continued to lay out the future plan for managing our expenses, explaining that we will have operating expenses (kind of like a checking account), and reserve expenses (such as how we all use our savings account) to pay for unplanned expenses (such as an unexpected foundation issue) and large capital needs expenses that we have been saving for (such as the siding project.)

These changes will give both the Board, and each of you as Homeowners, and clear financial picture to budget and plan for the funding of our shared responsibilities. George closed his

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comments with one current status observation. Our operating budget is relatively over funded (we should be able to save some money) and the reserve budget is adequately funded to cover unexpected expenses. However, we have not saved adequately to be able to pay for the large capital needs of the village (such as the siding project.) Because of this large capital needs expenses will be need to be funded primarily through special assessment.

Update on Major Projects and Community Operations

Old Business

Siding Update

Brian Roy of DKM has given the Board an update of where he is on the project. DKM currently working on collecting contractor bids should have some more information for Pinewood village, probably within the next two or three weeks. This time frame is on the expected schedule. The Board has asked DKM weekly updates of the project. The Board was pleased to hear the two communications regarding the siding project were well received and answered the couple of questions from unit owners. Our next communication will happen when we have a concrete bid with numbers which will lead us to the special meeting in Spring.

Mylar Updates

Thank you to all Homeowners for your prompt response and participation in updating the PWV Mylars. Again, thank you Linda Barton, Jan Bent and Kara Mosley for all their work on this project.

The majority of the Mylars have been returned, and currently there are 18 units that noted revisions/updates due to unit owners having made renovations or add-ons to the unit. Updating the Mylars requires hiring a draftsman and that is being pursued.

A few important findings come from this project. First, having the original construction drawings is very important and Committee suggested that we should look into better preserving them as they are quite fragile. Second, during this project a couple of issues related to the insurance requirements for renovations and add-ons were highlighted. The committee is going to provide the Board with some additional information for review.

Oak Ridge Development

No new information at this time.

Basement Issues

The Board and Mosely Associates continues to work on the immediate mediation for the water/sump pump issues for Unit 24 and Unit 5. These two units raised concern that there may be larger foundation/basement issues and a board sub-committee is now working on gaining a better understanding. As these types of repairs can be costly, the Board has asked Kara from Mosely Associates to obtain a second quote and will be complete shortly.

Icicles on the roofs

Here some additional information on the concerns raised with regards to icicles on the roofs.

A follow-up on the specifications used for the roof showed water and ice shield was used as follows:

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- Install Ice and Water Shield up **99 inches** minimum along the lower eave areas.
- Install 36 inches of Ice and Water Shield, centered in all valleys.
- Install 36 inches of Ice and Water Shield at all sidewall and roof intersections. (The 36 inches of Ice and Water Shield should be installed 18 inches up the sidewall and 18 inches along the roof slope.)
- Install new synthetic roofing underlayment over remaining exposed roof sheathing areas.

This suggests that protection is in place to prevent ice damming from leaking into soffits and walls. Roofs will be watched and checked as part of the snow winter maintenance.

One common recommendation is the work to prevent heat loss through the roofs.

Liberty Utilities had a program to help with that, here is a the link to the information.

<https://new-hampshire.libertyutilities.com/acworth/residential/smart-energy-use/electric/energy-audits-and-insulation.html>

Operational Updates

Tree Trimming

Thomas Dunkerton who did the tree trimming for branches touching the buildings has supplied a list of recommended removals and the cost for doing so. In addition, Christopher Ashley of Unit 11 has reached out to see if the overgrown shrub that is designed to cover up the electrical boxes can be trimmed back, and Linda Barton brought up the replacement tree that was approved by the previous Board and has yet to be replaced.

The Board has approved moving forward on the two request from the unit owners. This Spring, as part of the community walk around, the list form Thomas Dunkerton will be given further consideration.

Lawn Mowing Contract

Based on their reliability and pricing, Lundy, our snow plowing contractor, has been awarded Lawn Mowing contract.

Questions have been raised by unit homeowners on what lawncare is covered by the Association and what is the responsibility of the unit owners. The Association shall be responsible for fertilizing and mowing, and for the general care and maintenance of the lawn within the Common Areas and any Limited Common Area. Other landscape expenses (maintaining plantings, tree maintenance, etc.) are covered based on location within a "Common Area" or a "Limited Common Area" – See The Green Book.

Watch for a FAQ on Lawn and Landscape Work coming this Spring.

Last few items

Unit 9 has requested to change their furnace from oil to gas. The Board has asked the unit owner to work with Kara at Mosely Associates to finalize the request, showing the project will follow the Green Book for guidance of what is required (lattice to cover the tanks etc.). The Board has made an initial approval pending the requested information.

COVID 19

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