

# NORTHFACE RESORT CONDOMINIUM ASSOCIATION

## Minutes of the Quarterly Meeting – March 25, 2017

Board Members Present: Anthony Almeida, President  
Joe Mooney, V. President  
Lisa Venditti, Treasurer  
Gary Page, Secretary  
Rupen Gulenyan was present by speakerphone from New York

Also present: Karen Bellucci representing Selective Property Management; Steve Richardson, and owners representing 15, 28, and 21.

This meeting was being held in conformance with the new State of New Hampshire laws for condominium associations. The meeting was called to order by Tony Almeida, President, at 9:05 a.m.

The minutes of the November 2016 owners' meeting had been distributed; and a motion to accept these minutes was made, seconded, and carried.

Tony Almeida gave a President's report regarding the decks replaced in 2016 and the snow removal efforts and lack of cooperation by people occupying Northface units during and following a snow storm, which will be discussed in more detail during the meeting.

Lisa Venditti gave the Treasurer's Report with the Association's account balances to date.

Steve Richardson gave an update on the deck and staircase project as follows:

- The materials for buildings 2 and 3 have been purchased and are being stored on-site. Steve was able to keep the price per 3 story building at \$27,500.
- Building 3 is to be started on April 9<sup>th</sup>. The work will commence on the side of the building housing the 6 units numbered 23,24,27,28,31 and 32. During this time, should access to the upper units be needed, the owners will have to use the front (pool side) staircase and enter the unit through the slider doors. This entire building should be completed by April 30<sup>th</sup>, weather- permitting.
- If all goes well with Building 3, then the deck/staircase replacement on Building 2 will commence on or about May 1 and should be completed by the end of May (Memorial Day weekend), again weather-permitting.
- Steve will be securing the building permits from the municipality.
- Work on Building 1 rear decks/staircase will not be done until September to allow the Association time to collect the additional special assessment funds.
- Since building 1 does not have front staircases for owners to use for alternative entry into their units, Steve will be making the necessary arrangements for unit owners in this building to access their units while construction is on-going.
- A notice to the owners, especially those in Buildings 2 and 3, is to be emailed out in the next week. Any owner that anticipates use of their unit during the time the construction is being done at their building must notify Steve Richardson in advance.

The next item discussed was the operation of the Association's fire alarm system, both in Buildings 1-4 and in the Stratford Building. Steve Richardson explained that for Buildings 1-4 all of the fire alarm system components (smoke detectors, carbon detectors, pull stations, heat sensors, etc.) are all connected to the fire alarm panel for each building. However, for the Stratford Building, each unit has their own system because of the way the building was originally built; and each unit has to have a landline phone for the operation of the fire alarm system for the unit.

The question on the operation of the fire alarm system arose because a smoke detector in a unit at the Stratford building had been totally damaged due to an ice dam leaking into the smoke detector; and the responsibility of the smoke detector replacement needed to be determined. The Board members learned that the ice dam was caused because there was no heat on in the unit and very little insulation in the attic area. The Association has always had a long-standing policy that the heat in a unit must be set no lower than 55 degrees during the Winter months. As a result, it was determined that the responsibility of the smoke detector belonged to the unit owner.

This matter led to a discussion on the rising costs the Association is incurring for alarm system repairs due to the recklessness/carelessness of unit owners and/or their renters/guests. **The warning that “no one but qualified personnel should touch any part of the fire alarm system” cannot be reiterated sternly enough.** Fire alarm systems are being triggered because people are taking the installed components off their locations, pulling the pull stations, leaving hot ashes exposed and smoking to set system off, and basically manhandling the systems with a total disregard of the outcome or costs. The Board reiterated their decision that if an alarm is triggered due to carelessness or negligence, then the unit owner will be responsible for any and all costs involved in the repair or re-setting of the alarm system, whether the issue was caused by the unit owner or someone staying or visiting their unit.

Management reported that they had received a request from a unit owner for an updated owners' list so the list can be included in the website maintained by this unit owner. It was the overall opinion of all those present that this information should not be included on a website. Owners do not want their mailing addresses, telephone numbers, or email addresses available in that manner.

The issue of snow removal was next discussed. Steve Richardson was commended on the great job he has done all Winter keeping the driveway hills cleared and treated; and the parking areas and walkways opened. Discussion then moved to the many observations those present had about the lack of cooperation received from people staying in units, both during snowstorms and after. This lack of cooperation is mostly from renters, probably because they are not informed of the Association's policies in this regard; but owners have also been observed not cooperating. Vehicles are NOT moved in a timely manner so the parking areas can be thoroughly cleared; vehicles are parked in the walkways leading to units and left there overnight or for long periods of time; trash is left in the filled sand barrels that are put out for residents' use in icy situations; etc. Last year, a parking tag program was instituted for the months of December through March (i.e., snow season). However, very few owners utilized the tag system this past Winter; and use of the parking tags by renters has been virtually non-existent, which is probably because the unit owner did not advise their renters of the policy OR provide their renter with parking tags. It is too late in the season to rectify this issue now; however, in the upcoming months, the Board will be reviewing a hefty fine system to be strictly imposed next snow season and thereafter for each and every parking violation noted during snow season.

Next discussed was the problems being incurred by the use of woodstoves in units. Over this past Winter, the local fire department had to respond to the Northface property multiple times; and each time, it was due to a renter's use of a woodstove. In one instance, the renter left smoldering ashes exposed and went to bed; the carbon monoxide built up in the unit, the alarm went off, and the fire department responded. Had there been a problem with the c/o detector, those renters would have been dead within a matter of hours. In another instance, the renter put the hot ashes out uncovered on one of the new decks; and then another left the hot ashes in a pail in the unit and left for their home. For some unknown reason, it is not being realized that the Northface buildings are 30 year old, totally wooden buildings..... The local Fire Chief has advised the Northface Resort Executive Board that it is their responsibility to take a very hard approach in this regard going forward.

The Board discussed the matter amongst themselves and with those owners present at the meeting. The risk to other residents was the most prevalent concern; with the risk to the buildings and the risk to the Association's insurance very close concerns. As a result, per the powers and duties allowed by

the Association's condominium documents and the State of New Hampshire condominium law, a motion was made " ***that effectively immediately, ALL owners that rent their units or let relatives and family use their units without the unit owner present MUST have proof of homeowners insurance on the unit kept on file with the management office. This insurance coverage must provide coverage for renters in a unit and the renters' actions; and the insurance certificate on file must be current at all times. In addition, going forward, ONLY unit owners will be allowed to use any woodstoves in a unit; renters and guests in a unit will not be allowed to use the woodstoves (including pellet stoves). It will be the unit owner's responsibility to secure any stove in a unit and enforce this policy; or the unit owner will be automatically fined \$500 per occurrence observed and reported.***" This motion was seconded; and unanimously approved by the entire Board with the support of those owners present.

The last issue discussed was the lack of access into several units. In one case, the unit owner refuses to be part of the master key system; and in the other case, the unit's entry doors are connected to a burglar alarm and a code is needed for access. It is to be understood by all that the master key system was implemented at the behest of the local Fire Department a number of years ago; and if the Fire Department does not have emergency access in an emergency situation, emergency responders will just hack the door down. Then, the unit owner will be responsible for the costly expense of replacing the entry door. The master key is used 1) for emergency access by the local fire department; and 2) for access into the units for the testing of the fire alarm systems in the building. For the unit that is protected by a burglar alarm system, the situation is easily rectified by providing the fire department/alarm company with an emergency access code to the burglar alarm system. However, for the other instance, there is a grave concern because the fire alarm system has not been cleaned or tested in a number of years to the Association's knowledge or to the knowledge of the alarm company or the local fire department. This owner is to be provided one more opportunity to have their entry door lock keyed to the master key system. If not, these owners are to be fined accordingly until compliance is received and maintained.

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Karen Bellucci  
Managing Agent  
Northface Resort Condominiums

KAB/b