

Meeting Minutes-Hampton Towne Estates Board of Directors Meeting June 30, 2023

In attendance: Board Members Trish Eveleth, Leslie Collins and Mark Ericson.

Meeting convened at 3:04pm:

- Minutes of May meeting approved with amendments.
- Review of April and May financial statements and current arrears and collections.
- It was discovered that management agency had not been delivering statements to unit owners in arrears. Late fees were forgiven for units 17, 29 and 80 due to lack of information. The board will confirm any statement issues in the future.

Old Business:

- Fire alarm issues reviewed: It would appear that all bad sensors have been replaced. The old alarm panel in Mail House is still beeping. The board will accelerate steps to decommission the old system within Hampton town codes.
- Drain flies and plumbing issue in unit 80: Still waiting for an estimate of concrete work that needs to be done to repair sewer line.
- Insurance claim unit 80: Insurance company reviewing latest figures regarding cabinet replacement.
- Building G roof repair: Tabled until costs for other projects are finalized.
- Alarm Sheds: We now have three estimates for the remaining four sheds. Preferred vendor is the one that built all the others. Their prices went up for these last four. Management has been asked to negotiate best price from Zen and board will make a final decision based on the final prices bid.
- Gutters: In general, none of the gutters will handle a soaking rain well. Management will schedule an inspection of problem areas.
- Walkway issues: Tabled until costs for other projects are finalized.
- Units 31 and 34 asking about seasonal rental issues: Management states that unit owners have been spoken to and referred to current rules about seasonal rentals at www.hteca.com.
- Unit 60 and unit 35 parking issues. Management has been asked to speak to these owners again about issues regarding long-term guests and multiple vehicles.
- Unit 59 security camera request: Request for exterior camera above garage has been denied citing that this would count as exterior work and could raise privacy issues observing HTE common areas.

New Business/Action Items:

- Landscape improvements: Leftover funds will be used to repair turf damage in several locations.
- New Unit Owner: Welcome Allison Duffield to unit 36.
- Chimney inspections or caps: Tabled until costs for other projects are finalized.
- Board discussed issues with current property management firm.

Next meeting set for August 4th at 8:30am.