Hampton Towne Estates Condominium Association

Annual Meeting

October 10th, 2026

The Hampton Towne Estates Condominium Association owners met for their annual meeting on Saturday, October 10th. The meeting was held at the Lane Memorial Library in Hampton, N.H. Board President Trisha Eveleth called the meeting to order at 1 p.m. Also present were Board Members Leslie Collins and Mark Ericson. There were 37 unit owners present, and another 13 by proxy, and it was determined that a quorum had been met.

The board members were introduced. Charles Williams of Unit 53 moved to have the reading of the prior year annual meeting minutes waived and this was seconded by George Toscano of Unit 1, and the reading of the minutes was waived.

Board President Trisha Eveleth opened with the President's Report, including a welcome to all the new unit owners Unit 6 Ryan Mayer, Unit 10 James Castille, and Unit 13 Janelle Levesque, all of whom were present. The new unit owners of 64 Greg and Holly were not present.

Trisha also recapped for unit owners the details of how insurance works for our condominiums and the importance of carrying the proper vital endorsements to coverage. In addition, she reviewed thoroughly the recent insurance claims for water damage, the necessary deductibles for the master policy, the increased costs to buying insurance on the secondary market if there are too many claims over time, and reiterated unit owners contacting their insurance agents to verify the correct endorsement coverages. Also discussed were ways to mitigate the risk of water events, including replacement of hot water heaters near the end of their useful life (on demand water heaters are permitted), inspecting water lines, shutting off water when away, etc. Mark reminded unit owners where the water shut off is located in their units. Also reminded everyone that the insurance supplement will go out to unit owners shortly, and will also be available on the hteca web site.

Unit 33 owner Tom Thornton asked whether an audit needed to be done. Board members reviewed the methods of handling finances for the community, of the transparency and security, and the safeguards in place for the handling of the reserve and operating funds, which make an audit unnecessary.

New Business:

Deck rail replacements are an ongoing project. Buildings E, F, G, and H were completed this year. One more building will likely be completed before year end. The remaining buildings will be done in 2027.

Gutters: We spent approximately $15,000 on repairing/replacing gutters in 2026. In 2027, a spring walk-around will be done to determine the work to be done in that year. Problem gutters are being replaced with a larger size.

New web site: Our new web site is up and running, it is a word press website and more up-to-date. An overview of the site was shown to the attendees, noting which resources can be located there.

Property management change: Issues with poor performance and the retirement of our property manager caused HTE to discontinue service from PMI effective 10/31/26. Mark Ericson has resigned from the board and will become the new on-site property manager effective immediately. The board feels that this will result in better service and lower cost for the community. Josh Goodrich (unit 5) was appointed by the current board to fill the vacant seat, which is up for renewal and was voted on later in this meeting. Unit owners asked whether this change will affect our vendor services; it was noted that the vendors contract with HTE and not the management company, so there should be no issues with our current vendors, most have a good working relationship with Mark Ericson, who did a lot of the management work when PMI dropped the ball.

Fire alarm inspections were scheduled for October 28-30th. It was noted that the sensors have their own identity and there are 6 per unit; access to all units is necessary, and unit owners that do not provide access would have to have inspection done at their own cost. Also unit owners were reminded to change their smoke and CO2 detector batteries yearly. Unit owners were encouraged to coordinate access to their units with Mark as needed. The inspection includes testing the pull station at each front door as well as heat sensors in the garage, interior rooms, and the attic. These alarms are a central monitoring system – the fire department comes automatically in response to sensor alarms.

Dryer Vent Cleaning: These are scheduled next week to be completed from the exterior of the buildings. Any unit owners who would like cleaning from the inside as well can schedule separately with the vendor.

The Timeline for future Capital Projects was reviewed with the unit owners who were present. It was noted that until the roof assessment this year, the Association had not had a Special Assessment since 2013 (special assessments were defined for the unit owners) and that many Capital Improvement projects (patio replacements, water shields, shutters, tree project, paving project, fire alarm upgrades) have been done with thrifty saving and good planning to avoid assessments. HTECA prides itself on being proactive with ongoing maintenance and maintaining of the property. It was noted that our next big project would likely be to address drainage/catch basin issues.

Board Positions: Joshua Goodrich was nominated for the position previously held by Mark Ericson for the 3 year term on the board of directors.

Budget: The proposed budget and budget narrative were provided, but unit owners present waived reviewing line by line. The management company fees will be considerably lower for the upcoming year. It was recommended that the monthly condo fees remain the same at $325/month. It was also noted that paper check or bank BillPay check is the preferred method of payment, either put in the drop box or mailed to the PO Box.

Vote: The Budget was approved unanimously. Joshua Goodrich was voted to a 3 year term as a board member, also unanimously.

Doreen Galetta of Unit 57 motioned to adjourn the meeting; this was seconded by Elizabeth in Unit 58. The meeting was adjourned at 2 p.m.