

Hickory Woods Homeowners Association

c/o Realty Management Partners
8025 So Willow Street Ste 211 Manchester, NH 03103

NOTICE OF HICKORY WOODS HOMEOWNERS ASSOCIATION 2025 ANNUAL MEETING

**The 2025 Annual Meeting of the Hickory Woods Homeowners Association will be held on Wednesday, December 10th, 2025, at 7:00 pm (sign in begins at 6:30pm)
Hickory Woods Clubhouse**

November 19th, 2025

Enclosed is the Annual Meeting Notice, Annual Meeting Agenda, 2024 Annual Meeting Minutes, proposed 2026 Budget, and proxy form.

If you are unable to attend in person, please use the official pre-printed, individually numbered proxy provided with this mailing. Duplicates are not valid. **Your named proxy must sign in and attend the meeting for your votes to be casted.** To meet quorum 50% of all current units must be represented in person or by proxy. Proxies can be returned to Realty Management Partners via scan/email, or US Mail. They need to be received by 4:00pm on December 9th, 2025.

Minutes for Approval

The 2024 Annual Meeting minutes are included in this packet, and they will be up for approval at the meeting.

IRS 70-604 Annual Resolution

Voting to approve this resolution allows the Association to carry over its excess condo fee income into the new year, which can result in a reduced tax bill for the current tax year.

2026 Budget

The proposed budget for 2026 has been enclosed for your review. This proposed budget has been adopted by the Board and will be ratified unless 67% of the owners vote against it.

Board Elections

There are currently 3 open seats on the Board. Both seats are for a 2-year term. A call for nominations was sent out on October 28th, 2025; as of today 11/14, 2 nomination forms have been received from Brian Wells – 8 Quarry Road and Suzanne Daniels – 4 Black Forest Circle. Those who submitted a nomination form were included on the enclosed proxy.

Questions or Comments from Owners

Should you have any specific comments or questions that you wish to have addressed at the meeting, please mail or email your questions in with 'Hickory Woods Annual Meeting' in the subject line or as the title by 4:00 pm on December 9th, 2025. Please include your name and address with the entry and indicate if the Board has permission to identify you.

We encourage all owners to come to the meeting and look forward to seeing you there.

In accordance with NH RSA 356-B:37, this letter shall serve as legal and formal notification of the Annual Meeting of the Hickory Woods Homeowners Association.

HICKORY WOODS HOMEOWNERS ASSOCIATION
Notice of 2025 Annual Meeting

AGENDA

1. Call to Order
2. Recognition of Quorum
3. Recitation of Proof of Annual Meeting Notice
4. Introduction of Board of Directors and Management
5. Acceptance of the 2024 Annual Meeting Minutes
6. Vote for IRS 70-604 Annual Resolution
Voting to approve this resolution allows the Association to carry over its excess condo fee income into the new year, which can result in a reduced tax bill for the current tax year.
7. Association Reports
8. Ratification of 2026 Budget
The proposed budget for 2026 has been enclosed for your review. This proposed budget has been adopted by the Board and will be ratified unless 67% of the owners vote against it.
9. Nomination and Election of Directors
10. New Business
11. Questions and Comments
12. Adjournment

HICKORY WOODS CONDOMINIUM
Minutes of the Annual Meeting held December 12, 2024 at 7:00 PM
Community Clubhouse, Londonderry, NH

- 1) **Attendees:**
 - a) New Star Properties: Sted Holton - Property Manager, and Sarah Scribner - Operations Admin
 - b) Board of Directors: Paul Ramsey, Bill Lannigan, Anne Slaney, Cherryl Gordon, Bob Medeiros, and Suzanne Daniels
 - c) Community Members: (list attached)
- 2) **Recognition of Quorum** – Hickory Woods By Laws require that 51% of all be represented at any meeting of the Association; 50 units are required to meet quorum. A total of 84 units were present: 35 in person and 49 via proxy.
- 3) **Recitation of Proof of Notice** – To meet notification requirements, notices were sent to unit owners by November 21, 2024.
- 4) **Acceptance of the Annual Meeting Minutes from December 2023** – Approved by ballot and proxy: 81 approved, 1 rejected, 2 abstained.
- 5) **IRS Resolution 70-604** – Approved by ballot and proxy: 82 approved, 1 rejected, 1 abstained.
- 6) **2025 Budget Ratification** – 66.6% of the current units must vote to reject the budget or it passes. The budget was approved by ballot and proxy: 83 approved, 0 rejected, 1 abstained.
- 7) **Board Election:**
 - a) With between two and six open seats, each for a two-year term, nominations were requested from the homeowners. Four nominations were received before the meeting from Cherryl Gordon, Pat Hoopes, Bob Medeiros, and Paul Ramsey. Per Hickory's condo docs, no nominations can be accepted from the floor. The nominee(s) who receives the most votes will fill the vacant seats on the Board of Directors.
 - b) The board is now comprised of:

i) Suzanne Daniels	4 Black Forest	Expires 2025
ii) Cherryl Gordon	26 Pepper Hill	Expires 2026
iii) Pat Hoopes	9 Pepper Hill	Expires 2026
iv) Bob Medeiros	37 Quarry	Expires 2026
v) Paul Ramsey	24 Pepper Hill	Expires 2026
- 8) **Association Report** –Bob Mederios provided a brief financial report followed by a report from Paul Ramsey as a recap of 2024. The Board has successfully entered into new contracts for property management as well as landscaping and snow removal. The master insurance policy has been changed to a new carrier saving the association money. The Board has monitored potential development at the entrance to Rt. 102, performed a property walk through, collected age affidavits, processed 14 AAI requests from homeowners, collected revenue sharing from Comcast and worked to perform a new reserve study for the community. The Board would also like to recognize Bob McGrath and the clubhouse committee for all the efforts this year; new blinds were installed, a television was installed in the pool room, the carpets were cleaned and new chairs were purchased. Special thanks to the outgoing Board members for all of the work they performed in 2024: Philip Lee, William Lannigan and Anne Slaney.

9) **Question and Answer Session**

10) **Adjournment** at 7:20PM

Attendees:

HIWO22BL	HIWO26BL	HIWO11PE	HIWO01PE	HIWO07BL	HIWO37QU	HIWO27QU	HIWO10BL	HIWO10PE
HIWO11TA	HIWO08QU	HIWO38BL	HIWO04CH	HIWO34BL	HIWO05BL	HIWO07PE	HIWO02BL	HIWO03PE
HIWO08TA	HIWO19QU	HIWO01QU	HIWO25QU	HIWO16PE	HIWO18PE	HIWO19BL	HIWO11QU	HIWO15BL
HIWO01BL	HIWO25BL	HIWO18QU	HIWO28BL	HIWO15QU	HIWO05TA	HIWO12QU	HIWO11BL	HIWO13QU
HIWO18BL	HIWO24PE	HIWO24QU	HIWO09PE	HIWO27BL	HIWO38QU	HIWO14PE	HIWO08BL	
HIWO06CH	HIWO14BL	HIWO09BL	HIWO17QU	HIWO05QU	HIWO03BL	HIWO23QU	HIWO09QU	
HIWO29QU	HIWO06BL	HIWO16QU	HIWO21QU	HIWO03QU	HIWO10QU	HIWO03TA	HIWO09TA	
HIWO12PE	HIWO13PE	HIWO12BL	HIWO33BL	HIWO16TA	HIWO07TA	HIWO12TA	HIWO17BL	
HIWO16BL	HIWO31BL	HIWO26PE	HIWO06QU	HIWO18TA	HIWO02CH	HIWO32BL	HIWO20QU	
HIWO20BL	HIWO04BL	HIWO29BL	HIWO26QU	HIWO36BL	HIWO14TA	HIWO07QU	HIWO28QU	

2026 BUDGET HIGHLIGHT

2025 has been another busy year for our community as we have or will be completing several major projects:

Replacement of the Clubhouse water heater

Replacement of the Clubhouse smoke alarms

Cleanout of our storm drains

Repair of fitness equipment

Legal representation for our defense of abutting development

Repair of the cracks in our roads

Increased tax payments due to investment gains

Keeping in mind the zero increase in HOA dues in 2025 and in an effort to stabilize our budget and keep us on sound financial footing, we recommend raising our HOA dues by 2% which is \$6.00 per month increase to \$296.

This increase will allow us to meet our Capital Reserve funding requirements and plan for projected increases in our three contract (Property management, Snow removal and Landscaping) expenses.

Hickory Woods 2025 Latest Estimate vs 2026 Budget

	2025 Acct Name	2024 Actuals	2025 Budget	2025 EST @ Y/E	2026
Income	HOA Dues	\$ 341,040	\$ 341,040	\$ 341,040	\$ 348,096
	Utility Reimbursements	\$ 4,008	\$ 3,000	\$ 4,000	\$ 4,000
	Operational Cash Surplus	\$ -	\$ 12,904	\$ 6,274	\$ 8,912
Total Income		\$ 345,048	\$ 356,944	\$ 351,314	\$ 361,008
Expenses					
Summer Maintenance					
	Landscaping Contract	\$ 126,770	\$ 138,761	\$ 138,761	\$ 143,000
	Landscaping Extras	\$ -	\$ 2,000	\$ -	\$ 2,000
	Tree Inspection & Removal	\$ 695	\$ 10,000	\$ -	\$ 8,756
	Water & Irrigation	\$ 6,927	\$ 4,500	\$ 4,950	\$ 7,000
Summer Maint Totals		\$ 134,392	\$ 155,261	\$ 143,711	\$ 160,756
Winter Maintenance					
	Snow Removal Contract	\$ 80,000	\$ 80,000	\$ 80,000	\$ 82,400
Winter Maint Total		\$ 80,000	\$ 80,000	\$ 80,000	\$ 82,400
Clubhouse					
	Electricity	\$ 3,076	\$ 3,400	\$ 3,300	\$ 4,300
	Cleaning Contract	\$ 4,573	\$ 5,000	\$ 5,400	\$ 5,400
	Gas	\$ 2,057	\$ 4,500	\$ 3,550	\$ 3,600
	Repairs/Maintenance	\$ 7,249	\$ 4,000	\$ 9,500	\$ 4,000
	Supplies	\$ 414	\$ 800	\$ 1,200	\$ 800
	TV/Internet/ Phone	\$ 1,449	\$ 1,500	\$ 1,600	\$ 1,600
	Fitness Maintenance	\$ -	\$ 1,000	\$ 2,875	\$ 2,000
	HVAC Maintenance	\$ 1,980	\$ 1,500	\$ 1,500	\$ 1,500
	Fire Alarms	\$ -		\$ 378	\$ -
	Elevator Maintenance & Inspections	\$ 1,199	\$ 1,500	\$ 200	\$ 1,400
	Sports Courts & Golf Nets	\$ 2,199	\$ 3,000	\$ 2,500	\$ 2,500
Clubhouse Total		\$ 24,196	\$ 26,200	\$ 32,003	\$ 27,100
BoD and Mgmt					
	Property Management	\$ 28,861	\$ 29,731	\$ 29,900	\$ 31,000
	Mailings/Admin	\$ 226	\$ 600	\$ 600	\$ 600
BoD and Mgmt Total		\$ 29,087	\$ 30,331	\$ 30,500	\$ 31,600
Other					
	Street Light	\$ 370	\$ 400	\$ 400	\$ 400
	Fire Hydrants	\$ 15,728	\$ 14,500	\$ 7,700	\$ 6,000
	Insurance	\$ 5,056	\$ 8,500	\$ 8,000	\$ 6,000
	Property Repair & Maintenance	\$ 1,499	\$ 1,000	\$ 1,000	\$ 1,000
	Legal & Accounting	\$ 600	\$ 3,000	\$ 7,000	\$ 5,000
	Taxes	\$ 8,890	\$ 6,000	\$ 9,000	\$ 9,000
Other Total		\$ 32,143	\$ 33,400	\$ 33,100	\$ 27,400
Capital Reserve Transfer		\$ 28,814	\$ 31,752	\$ 32,000	\$ 31,752
Total Expenses		\$ 338,326	\$ 356,944	\$ 351,314	\$ 361,008
RESERVE Account					
	Reserve Income from HOA Dues	\$ 31,134	\$ 31,752	\$ 34,652	\$ 31,752
	Reserve Income from investments	\$ 19,255	\$ 15,000	\$ 18,279	\$ 15,000
	Transfer from Operating to Reserve			\$ 20,000	
	Total Reserve Expenses	\$ 9,689		\$ 26,113	
	Net Addition to Reserves	\$ 40,700	\$ 46,752	\$ 46,818	\$ 46,752
	Total Capital Reserves	\$ 443,692	\$ 486,129	\$ 490,510	\$ 537,262



Dear Owner,

Beginning January 15, 2025, there was a revision to RSA 356B adding new requirements regarding proxies. Two types of proxies are now required to be provided along with the meeting notice and agenda-- the Directed and Undirected.

A proxy is a person that is assigned to represent you in your absence. The named proxy **MUST** be present at the meeting for your ballot to count towards quorum. If the named proxy is not present at the meeting, the proxy is void and the vote(s) will not count.

Proxy Types:

Directed Proxies allow the owner to give specific instructions to the proxy holder on how to vote on one or more issues. Your choices on the enclosed form will be put on a ballot for your named proxy to turn in at the meeting.

Undirected Proxies grants the proxy holder full authority to decide how to vote on all issues at the meeting. A blank ballot will be given to your named proxy where they will make their choices and turn it in at the meeting.

Please note, for **Undirected Proxies**, Associations with more than 20 units cannot choose the same person to cast more than 10% of the votes. For example, if your HOA has 100 units, only 10 owners may choose the same person as their undirected proxy. Any additional would be void. This rule does not pertain to **Directed Proxies**, so if you're going to make selections on the ballot and don't know an owner attending, it's best to choose a Board Member.

Lastly, the enclosed proxy form is void if it is not dated or signed by the owner. If you make selections without naming a proxy, it will also be void.

If you have any questions or concerns, please reach out to us.

Administration Team

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