

Hickory Woods Transition Summary Report

This is a summary report on the Transition from the developer to the Hickory Woods Unit Owners Association. Most of the detailed information can be found in the Transition Committee report that was submitted to the Board of Directors on February 21, 2018 and the Transition Committee Tracking List, dated January 29, 2018. Please see below for a list of actions completed by the developer.

At the time, the Transition Committee final report was submitted there were six issues that needed follow-up. The actions taken to deal with those issues are explained below.

At the Board meeting on April 18, 2018, the Board reviewed recommendations from the Transition Committee and agreed to close all of the items that the Transition Committee recommended for closure and a number of other issues that were considered complete by the Board. The details are summarized in the minutes of the April 2018 Board meeting.

After the Board meeting, there were seven incomplete list items (see section below titled: Actions that remained after the April 2018 Board Meeting). Three were assigned to Rick Welch. The Board took actions to complete the remaining four items.

Three of the four remaining transition items after the April 2018 Board meeting were related to the roads. During the 22 June 2018 walk through of the community with the Town Engineer, the roads were reviewed again. The Town Engineer did not see anything unusual about the roads, but agreed the wear on them was significant, as might be expected because they were laid early in the construction phase and had heavy truck traffic over a period of a couple of years. The Town Engineer recommended against filling cracks unless the cracks were big enough to fit your pinky finger. He also rejected the idea that the nails came from Continental, but offered no alternative theory. He accepts Continental's claim that the roadway of Tavern Hill meets the specifications. A report on the Property Walk through with the Town Engineer is provided as Addendum A.

The Town engineer saw no issues with the pavement on any of the other roads and thought there were only superficial scuffs and marking. The TEAM engineering consultant walked the roads as part of the Reserve Study and also said that there was nothing unusual about the conditions of the roads, including Tavern Hill Road. She recommended filling the larger cracks in 2018 to extend the life of the pavement on Tavern Hill and Church Roads.

The Board's conclusion from this is that the HOA has no recourse and is now responsible for the roadways. The Property Manager is seeking quotes for filling the cracks in the Tavern Hill and Church Lanes.

The Fourth remaining issue that has been addressed by the Board since the April 2018 Board meeting is the potential erosion of the slope behind 31 Black Forest Circle. The Property Manager, with Board approval, contracted with Alliance to remove some of the trees on the top of that slope to prevent them from falling near or onto the adjacent unit. At this time, the slope appears to be stable and no further action is planned. This will continue to be monitored and further action will be plan if needed.

The two actions assigned to Rick Welch have all been completed: catch basin behind clubhouse, and drainage behind 33 Black Forest. The third item was closed because the Town Engineer recommended against changing the height of the catch basin near 24 Pepper Hill.

As of September 19, 2018, there are no further issues or actions that need to be addressed as part of the transition process.

September 20, 2018

The maintenance of the roads, repairs to any areas that experience future erosion, and monitoring of the property all become part of the routine operations and maintenance of Hickory Woods. These will be managed by New Star and directed by the Board.

The Property Manager and the Board will continue to monitor the drainage systems, the leach fields, the clubhouse conditions and the roads.

Motions from September Board Meeting

Motion to close transition list item 5, catch basin behind the clubhouse. Ground level is sufficiently high to allow for drainage. The Town Engineer saw no issue with the height of the drain. Nearby ground level has been increased.

Motion to close transition list item 11, the drainage behind 33 Black Forest. A rip-rap swale was installed by Rick Welch. The Board will monitor this area to determine if further mitigation is needed.

Motion to close transition list item 14. The catch basin in front of 24 Pepper Hill was examined as part of the 22 June 2018 property walk with the Town Engineer. He and his expert on drainage both recommended against any change to the level of the catch basin. They did recommend some crack filling, which the Board will have done when other road surfaces are treated.

Motion to close transition list items 21, 22 and 35 that all relate to the road surfaces and conditions. The Town Engineer, the TEAM engineering consultant and the CLD engineering consultants all judged the roads to be acceptable. All recommended that we fill the cracks to extend the life of the roadways.

Motion to close the transition list item 10, ledge erosion behind 31 Black Forest. The Board took the action to have trees near the edge of the drop off removed for safety reasons on 14 September 2018. At this time, the ledge is stable. There are no known solutions that won't disrupt the landscaping in that area. The Board plans to monitor this and act only if a future problem arises.

Repairs Made and Actions Taken

- Puddling at the entrance to the clubhouse was eliminated. Continental patched the pavement.
- Erosion along Church Lane was repaired by Alliance.
- Missing catch basin behind the clubhouse was installed according to the plan.
- Missing grate on drainage outlet structure at the end of Church Lane was installed according to plan.
- Riprap drainage swale was installed behind 33 Black Forest Circle to divert water.
- PVC pipe that projected too far into the rain garden at the end of Church Lane was cut to proper length.
- Edge of rain garden was repaired and additional grass seed was applied in the area.
- Air conditioning unit at the Clubhouse was leveled.
- Missing Clubhouse vent pipe was installed.
- Depression in landscaping behind Clubhouse was filled and seeded.
- Developer contributed \$1000 to replace the trees along the Black Forest berm that had died.
- Loam and seed were applied near the West Road exit.
- Missing Wet Land signs were installed behind Tavern Hill Road units, in the wooded areas, according to plan.
- Pepper Hill Circle was loamed and seeded.
- Pavement bump was installed at the driveway entrance for 22, 24 and 26 Pepper Hill to divert water towards the catch basin.
- Debris removed from near the cell tower and behind 37 Quarry Road.
- Debris behind the golf driving nets was removed.
- Debris along Quarry Road was removed.
- Loam and seed applied between 12 and 16 Quarry Road.
- Silt fences were cut down to the ground level or removed.
- All catch basins were cleaned out by the developer.
- Developer agreed to help pay for risers on septic tanks that are buried too deep (below 12"). This is being handled on a case by case basis with the unit owners.
- Developer paid \$495 for risers on the clubhouse septic tank.
- Flooding at 25 Quarry was addressed with a number of improvements added. Most of this was managed between the unit owner and the developer directly.

Planned future Board Actions

Crack filling of roadways and around catch basins on Church Lane, Tavern Hill Road, the corner of Tavern Hill and Black Forest Roads, and around the catch basin in front of 24 Pepper Hill Road. This will become part of the planned routine maintenance.

Monitor the ledge behind 31 Black Forest for erosion.

Monitor the slope behind 33 Black Forest for drainage issues that cause erosion or flooding.

September 20, 2018

Actions that remained after the April 2018 Board Meeting

Rick Welch to follow up on: 5, 11, 14.

Item 5 - catch basin behind the clubhouse. Ground level is sufficiently height.

Item 11 - the drainage behind 33 Black Forest. A swale is needed to be installed to direct the water away from the unit's bulkhead.

Item 14 - The catch basin in front of 24 Pepper Hill had sunk and looked like it should be raised higher.

Remaining issues that the Board needed to consider:

Item 10 - Ledge Erosion behind 31 Black Forest

Item 21 - Cracking in Tavern Hill and Black Forest roadways: The CLD report says, "There was some premature cracking noticed along the centerline of Tavern Hill Road and around the structures at the corner of Black Forest Circle. These should be crack sealed yearly and monitored regularly to avoid damage to the subbase." Concerning the nails, the engineer said, "There were also nails observed in the top coat of the pavement. It's unclear how these nails got into the pavement, whether they were in the asphalt mix or dropped immediately after the pavement was placed. No nails were observed protruding up from the pavement, however if nails are observed protruding they should be removed."

Item 22 - Cracking in Black Forest Circle around catch basin.

Item 35 - Damage to roadway of Quarry and Pepper Hill due to driveway repairs.

Supporting Documents

- 1) The Transition Committee Final Report, dated February 21, 2018
- 2) Transition Committee Tracking List, dated 1_29_2018
- 3) Board Meeting Minutes from April 2018.
- 4) Board Meeting Minutes from September 2018.

Transition Timeline

- March 22, 2017 - Transition Mission Statement approved at Board meeting
- April 19, 2017 - Names of volunteers announced Board meeting.
- April 26, 2017 - First Transition Committee meeting.
- May 17, 2017 - Members officially appointed and Chairman designated at the month Board meeting.
- May 19, 2017 - First letter sent to the Town Engineer asking that the bonds be held.
- 20 June 2017- Initial punch list created, one page long 14 items listed. (Note: All of these items were completed except one that was determined to be unnecessary.)
- 6 July 2017 - Engineering support contract signed with CLD Consulting Engineers.
- July 26, 2017 - Letter to Town Engineer expressing our concerns and asking that bonds be held.
- August 15, 2017 - CLD Engineering report received. Twenty-three issues are listed in the report.
- Initial punch list has grown to 32 items.
- Rick Welch is provided with a tracking list of 32 items.
- November 2, 2017 - Continental Paving takes core sample and tests the road surface.
- November 9, 2017 - Continental Paving sends a letter to Rick Welch with their evaluation of the pavement. "Attached is the testing result of the asphalt obtained from a core taken on November 2, 2017 in the phase 1 area of Hickory Woods where there were nails exposed on the pavement surface. The core showed no nails beyond those on the surface area, and the lab testing results showed that the material met NHDOT 401 specifications as required by the Town of Londonderry. Continental Paving, Inc. does not feel there will be any reduction in the life cycle expectancy due to nails on the surface as the underlying pavement is within specification."
- December 5, 2017 - Letter is sent to Town Engineering explaining our issues with Tavern Hill Road, the nails and the poor condition of the pavement.
- December 7, 2017 Board meets with CLD engineering consultant.
- February 21, 2018 Transition Committee final report is submitted to the Board. Eleven items on the list are still open with five requiring minimal follow-up. Six items are listed as needing further resolution.
- March 15, 2018 – Dandy Construction provides a letter to Rick Welch explaining how slope behind 2 – 8 Black Forest Road was constructed.
- April 18, 2018 – Board accepts all of the close out recommendations from the Transition Committee and closes out most of the remaining issues. Three items are being completed by Rick Welch and four items still being worked by the Board. (See April 2018 Board Meeting minutes.)
- June 22, 2018 three Board members walk the property with the Town Engineer and his expert in drainage and storm water systems.
- July 24, 2018 TEAM engineering consultant walks the property as part of the Reserve Study preparations.
- September 10, 2018 surveyor working for the Town of Londonderry checks the "as built" drainage systems against the plans submitted to the Town.
- September 19, 2018 – Board meeting closes out the remaining transition issues, process complete.
- September 20, 2018 – Final summary report issued.

Addendum A

Property Walk Through with Town Engineer

On 22 June 2018 at 7:30 AM Allan Putnam, Liz Lannigan and Brian Wells met with the Town Engineer, John Trottier and his assistant to walk the property. This walk through is the town's way of checking to be sure that they can release the two performance Bonds back to Hickory Woods, LLC (Mesiti and Company).

John explained that the Bonds are held only to cover town expenses in the event that the contractor leaves the necessary work incomplete. The first bond covers the roads and the second the landscaping and drainage, primarily drainage. They were checking to see that the roads, storm sewers, retention ponds and other drainage structures were in place. Their conclusion was that all of these structures were complete and constructed in a satisfactory manner. They saw no significant issues with the roads and explained that roads will age at different rates and that some cracking is to be expected. They did not recommend sealing or filling cracks at this time. They did say that if a crack opens to the point where a finger can be inserted, then we should consider filling those larger cracks.

While they saw the nails that we pointed out, John is still not willing to conclude that these nails came from Continental. His reluctance is based on many years of experience with Continental and having never seen nails in the pavement before. While he saw and understands that they are distributed over the pavement, he is still unconvinced they came with the mix.

The examination of the hill sides and their drainage was all considered acceptable. Minor issues were noted, but none that would have required the town to take action, had the developer abandoned the project.

We asked him to look at the storm drain in the driveway of 24 Pepper Hill. We noted that it looked like it had settled. Neither John nor his assistant, who is the expert on the drainage structures, thought there was an issue, and both recommended not raising the structure. They did say sealing some of the cracks might be a good idea.

Their overall conclusion is that the developer completed the work and that there was no action that the town would need to take, which might necessitate the use of the Bonds. While they did not explicitly say it, they implied the Bonds would be released.