

Directors Meeting Minutes

Promenade Towers

February 16, 2017

Directors present: Leonard Ney, John Rastl, Mark Rockwood and Jim Zafirson

Directors absent: Megan Ladd, Dave Mathieu and Frank Walsh

1. The meeting was called to order in the Community Room at approximately 7:00 PM.
2. The meeting minutes from January 19, 2017 were approved as written.
3. Treasurer's Report. John Rastl presented a summary of our income and expenses for January. The Operating account balance was \$30,708 and our Reserve balance was \$672,401 as of January 31, 2017.

4. Unfinished business:

a. Jim Zafirson described the issue with the façade coating, it is still in good condition but shows oxidation which does not affect its performance. Efforts to clean the coating this fall were not successful. Knowles provided an estimate for applying a single coat of the elastomeric material to the Walnut Street wall of \$26,000. This is for esthetic purposes only. Mr. Zafirson suggested that it would be best to also do the side of Building 2 facing the main entrance at the same time. He will request a price quote for that and to recoat the ends of each building on either side of the elevator tower, and the elevator tower (which is a different color). We would like this project to begin as soon as the roofing project is complete. The pool side walls and far ends of both buildings would be a follow-on project.

b. Mr. Zafirson said he is still in communication with Verizon on their proposal to add cell phone antennas on our building. They agree to wait till our new roofing is completed so the current issue is finding antenna types and locations that do not change the look of our building and are not disadvantageous to any unit. Mr. Zafirson is also reviewing how to fairly assess antenna rental space perhaps based on square footage.

c. Mr. Rastl described the problem with our TV camera view of the front entrance causing interference with three channels on Time Warner Cable's (TWC) line-up. The camera has been disabled and we have an estimate to make it digital and compatible with TWC. Response from residents was reviewed and after discussion a motion was made and approved to award Digital Sky the work for \$5,880 only if they can assure us that this will not become obsolete with the next TWC change.

d. Mr. Rastl reviewed the bid from Saco Roofing to do Building 1 and all the small roofs and the connector halls in the same manner as they did Building 2 last summer. Building 1 materials and labor price was only slightly higher than work for Building 2. The larger piece was all the small roofs and connectors (16) each posing a separate logistical effort. The total for all work

was \$190,900. A motion was made and approved to award this contract with work expected to start in April.

5. New business: The Board reviewed an incident in the Fitness Room on February 5 as reported by an owner and verified on security cameras. The resident opened a window and left it open when leaving an hour later on a cold February day. The resident and a guest also ignored or violated several other Fitness Room rules. After discussion, the Board agreed to have this serve as a warning with the incident report on file. Any future similar incident by this unit will result in a fine to the owner.

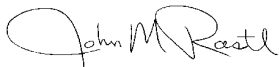
6. Property Manager Report:

a. David deBree reported we've now had 16 snow notices with 100% cooperation and no towing required. He noted that R&E had complaints about snow plowing from all their properties but one, ours.

b. Mr. deBree also covered an incident where two individuals were in an elevator car during a momentary power fluctuation. When this happens, or if the power failed, the emergency generator powers up within seconds but the elevators must then each "reboot." This happens quickly but it would be a noticeable hesitation. Eventually one elevator will return to the Lobby level and the doors will open, then the other elevator will do the same. At that point, one elevator will function normally while the other will remain at the Lobby level with the doors remaining open until normal power is restored. A "Emergency Power" light will be visible just above the call buttons at the Lobby level if the generator is providing power.

7. Mr. Zafirson acknowledged Len Ney was serving in his last meeting as a Director. He thanked him for his service of almost 10 years on the Board of Directors and noted some of the many projects that Len had initiated or directed. The Board and audience thanked Mr. Ney with a round of applause.

8. The meeting was adjourned at approximately 7:50 PM.



John M. Rastl
Acting Secretary