

Directors Meeting Minutes
Promenade Towers
January 18, 2018

Directors present: Nick Ciciretti, Megan Ladd, Dave Mathieu, John Rastl, Mark Rockwood and Jim Zafirson

Directors absent: Andy Glassberg

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) The meeting minutes from November 30, 2017 were approved as written.
- 3) Treasurer's Report:
 - John Rastl presented a summary of our income and expenses through December. The Operating account balance was \$28,661 and the Reserve balance was \$594,082 as of December 31, 2017.
 - 2 units are over 60 days in arrears.
- 4) Unfinished Business:
 - Verizon Status Update – Jim Zafirson relayed the current status of negotiations. Verizon's counter offer at this point was deemed unacceptable. The Board agreed to continue negotiations so the amount received would be more in line with that from the other companies which lease space on the roof.
 - Unit Inspection Status – Letters containing unit inspection results have been sent to the unit owners. Dave deBree will follow up on critical issues.
 - The front camera on the main floor has been updated so tenants can now view the lobby by tuning to channel 1390 on their television.
 - The mid-month decision on December 13, 2017 to replace the remaining pole lights with LED bulbs was confirmed. The cost is \$2450. The poles by the pool will be 24 watts and the others will be 80 watts.
- 5) New Business:
 - Mr. Rastl shared feedback received thus far on the letter sent outlining proposal to have the building become smoke-free. At this point, the response has been highly positive with 28 owners supporting the proposal and 1 opposed.

6) Property Manager report:

- On December 24th, Mr. deBree received word of water coming into a unit. This was traced to ice buildup on a deck a floor above. Mr. deBree cleared the ice and checked the other units with pool facing decks. Ceiling damage was done to the unit into which the water leaked. The cost to repair the damage is estimated to be \$1000. Mr. deBree will notify the unit owner whose deck caused the leak that they are responsible for paying for the repairs. Mr. deBree will also contact McGarvey Landscaping to get a quote for how much it would cost to have a deck shoveled after a snowstorm.
- Sprint sent a notification saying they are looking to upgrade their equipment. Mr. deBree requested a site plan.
- Complaints have been received about the noise level of the heater at the far end of Building 2, Level 1. The solenoid was replaced but this did not resolve the issue. Mr. deBree is trying to get information on a replacement heater.
- A representative from First Protection Services met with Mr. Rastl and Mr. deBree. The representative sent an email outlining services their company could provide. Mr. Rastl will share this information with the other Board members and it will be discussed further at the February meeting.

7) Meeting was adjourned at 7:34 PM.



Megan H. Ladd
Secretary