

Directors Meeting Minutes
Promenade Towers
June 20, 2019

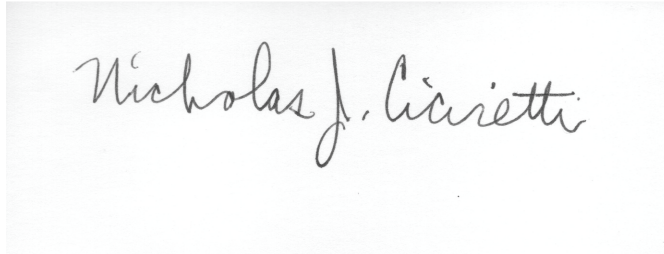
Directors present: Nick Ciciretti, Andy Glassberg, Megan Ladd, Dave Mathieu, Mark Rockwood, and Jeff von Munkwitz-Smith

Director absent: Jim Zafirson

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) Treasurer's Report:
 - Megan Ladd presented a summary of our income and expenses through May. The Operating account balance was \$47,978 and the Reserve balance was \$706,077 as of May 31, 2019.
- 3) Unfinished Business:
 - Reapplication of elastomeric coating to building exterior – At this time we are still awaiting a second bid for the work.
 - Property tax reevaluation – The City of Portland will correct their records to reflect the units that have decks. This change should have no effect on the units that do not have decks. In the previous evaluation (2006) the “land” portion of each unit was considered to represent 20% of the total unit value. Andy will continue to monitor the evaluation process as it continues.
 - Water pump noise issue from unit #211 – At this time, Mechanical Services has made a visit and will be submitting a proposal for measures that may improve the situation. We will continue to conduct fact finding on possible solutions. The Board believes, and the Association's lawyer has indicated, remediation of the issue is not the financial responsibility of the Association.
 - Mid-month decisions – There were three items approved by the board through email vote since the last board meeting in April. They were: 1) approval of the April minutes (since there was no meeting in May), 2) approval to have Burns Fencing install a fence around the generator, and 3) approval for McGarvey for landscaping work as the final stage of the generator project.
- 4) New Business:
 - Replacement of fire pump– There was discussion about the possibility of replacing the fire pump. It was noted that the current pump is working well and that, in the event of failure of the pump, a temporary replacement could be readily arranged. It was decided not to replace the pump at this time but to investigate replacement alternatives to provide information.
 - Inappropriate placement of trash – There have been several occasions of items being left in the area inside the building near the pushcarts on the ground floor with “free” stickers on them. Also, there were two stuffed chairs left outside by the dumpster. It was noted that items such as the chairs are not picked up by Troiano and must be taken to the dump by Joe Coyne. Dave will send a notice out outlining proper procedures.
- 5) Property Manager report:
 - Generator Replacement – The project is finished (except for the landscaping) and LaPlante Electric will be sending a service contract soon for service twice per year.
 - Pool fence, gate, and light posts repair – Burns Fencing re-aligned and re-set the pool gate and will be coming back to re-align the light posts and install the fence around the generator.

- Sealing of decks – Capozza is looking to start work on July 15. They will be re-coating units #225 and #128 due to bubbles on the surface. It was decided that, since there is only slight sloping on units #124 and #125 (about ¼”) that they will be applying a double coating to provide proper sloping. There are 7 decks total that will be worked on.
- Update on recycling – Troiano is collecting recycling and taking it to Eco Maine. This costs and additional charge of \$170 per month. Only about 1/3 of what is taken is actually recycled due to the current market. It was decided to continue with Troiano handling the recycling as well as the trash.
- It was noted that the summer party will be held from 6:00-8:00 on Tuesday, July 16.

6) Meeting was adjourned at 8:05 PM.

A photograph of a handwritten signature in cursive script that reads "Nicholas J. Ciciretti". The signature is written in dark ink on a light-colored, slightly textured paper.

Nick Ciciretti
Secretary