

**Directors Meeting Minutes**  
**Promenade Towers**  
**August 15, 2019**

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

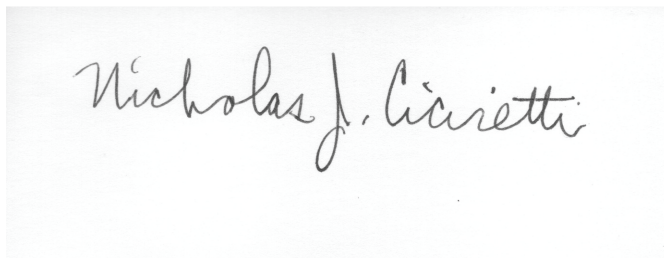
Director absent: Andy Glassberg

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) The meeting minutes from July 18, 2019 were approved as written.
- 3) Treasurer's Report:
  - Megan Ladd presented a summary of our income and expenses through July. The Operating account balance was \$65,132 and the Reserve balance was \$696,138 as of July 31, 2019.
  - The year-end financials had previously been sent to the board and were approved as written.
- 4) Unfinished Business:
  - Reapplication of elastomeric coating to building exterior – We have received one bid from Knowles and are still waiting for a bid from Haskell and Hall.
  - Finalization of language for pool rules change – The amended language in section 9.1 a.is as follows: “The number of people at any one time (owners, residents, guests and visitors) is limited to six per unit. Owners or residents wishing to have more than six people in total must obtain prior approval from the Association.” The amended rules were already distributed to the members and the language was formally approved by the board.
  - Leak in unit #222 – The report from the Association's insurance adjuster is not in as yet. Much of the work in the common areas and the affected units has been completed. There was discussion about the best and fairest way to address the \$10,000 deductible for the Association's insurance policy. No final decision was made at this time, but the various options are being explored. There are approximately \$13,000 in bills from drywallers, etc. which were approved to be paid.
  - Hot water heater policy – Jim shared his research on a particular type of automatic shutoff which has wi-fi capability (from Taco). There was discussion about the possibility of having them installed on all 80 units. It was decided that there would be at least one installed and tested before committing to all units. Also, Jim shared information about the Rheem Gladiator hot water heater, which has a vacuum system to limit water loss in the event of a failure. That particular unit has a 12-year warranty.
- 5) New Business:
  - Police response to incident on August 3 – There was an incident requiring the police to be called. Rather than discuss the situation without the unit owner present (unit #114), it was decided to invite him to the October meeting (not the annual meeting, which will be in September). [See below for results of executive board session held after the meeting.]
- 6) Property Manager report:
  - Tiles on pool – Tile repair will be done next week.
  - Installation of fence around generator – Burns fencing will be coming next week to install a fence around the generator.

- Sprint work – The fence around the Sprint equipment is in disrepair and will be repaired by Sprint. They will also be installing new cell transmitters on the roof.
- Trespassers – There have been several instances recently. The first involved a youth who jumped the fence into the pool area. Dave DeBree noticed him there, confronted him, and told him he needed to leave. The second incident (which actually occurred several times) involved residents of Island View illegally parking and congregating at the end of the middle lot covered parking area (spots #19 and 20). On the second occasion police were called and responded but did not issue a criminal trespass notice (as Dave DeBree had previously instructed them to do). If you notice any suspicious activity please call the Portland police at the non-emergency number, 207-874-8479.
- Deck repair – The deck repair work is mostly completed, with only unit #251 needing to be redone.

7) Meeting was adjourned at 8:20 PM.

n.b. Following the meeting, the board met in executive session. The incident of August 3 was discussed, along with the history of the unit #114 owner regarding previous incidents. The board decided to fine the owner \$500 and to revoke his common area privileges for one year.

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

Nick Ciciretti  
Secretary