

Directors Meeting Minutes
Promenade Towers
December 4, 2008

Present: Bruce Hopkins, Leonard Ney, John Rastl, Margie Thomsen, Cynthia Widdows, Jim Zafirson

Absent: Stewart Peller

1. The meeting was called to order at 7:04 p.m. in the Promenade Towers community room.
2. Minutes of the October 16, 2008, meeting were approved as written.
3. John Rastl gave the treasurer's report, which was accepted as written. One owner is more than 30 days delinquent in paying the monthly condominium fee.
4. The 2009 budget, previously presented by John Rastl and mailed to all Association members as required, was ratified with no objections. The exact amount of each unit owner's monthly condominium fee for 2009 will be mailed out by the end of 2008.
5. Mid-month decisions confirmed. The Board of Directors voted to approve the following:
 - a. that PECA will pay half the cost of new mailboxes required – approximately \$2,000 – and the post office will pay the other half;
 - b. posting of emergency elevator instructions in each cab inside the call box;
 - c. stainless steel for the new railing for the stairs to the upper parking lot;
 - d. purchase of three glass bottles for the lobby mantle as recommended by the Decorating Committee, at a cost of \$135.
6. Old business:
 - a. Building stairways painting update
Stairwells have been painted up to level 2. This volunteer work will resume with warmer temperatures in the spring.
 - b. Railing for steps to upper parking lot
Downposts have arrived, and the railing should be completed next week.
 - c. Main entrance glass
Jim Zafirson spoke with Portland Glass about bubbles in the recently replaced glass panel. Portland Glass will install a new panel at no charge.
 - d. Junk in carport parking spaces has been removed.

7. New business

a. Water in carports across from lobby

The new drainage system to keep pressure from building up behind the carport wall is working correctly, however, the draining water is causing puddling and icing in the carports. Jim Zafirson suggested installing vinyl gutter (\$1 per foot) inside the entire length of the wall on the carport side, with a sump pump and pan at the end. This would cost approximately \$500. A suggestion was also made to check the cost of continuous aluminum gutter with baked on color, in order to avoid having to paint the vinyl.

b. Water pumps

One of the two water pumps has been getting louder. At first it was thought to require new bearings at a cost of \$2,000, but it turned out that the motor needed replacing instead. A new motor cost \$900. For further noise control, sheet rock has been removed in order to insulate the pipes and build a sliding box around the pumps. The box will be lined with acoustic sheet rock ("quiet rock") plus sound foam, and the area around the pipes will be sealed with rigid foam. Rick Lank will also install new rubber boots to replace the worn out ones.

c. East End School wind turbine proposal

East End Elementary School has requested a permit from the City of Portland to install a 100 foot tower on their property to measure wind speed for the period of one year. The outcome of this study would determine if a permanent wind turbine installation is feasible in that location. Presently, no structures are allowed to be over 35 feet high. Because of the close proximity to our building, this proposal is of great concern to Promenade Towers, since it raises multiple health issues, such as "wind turbine syndrome". All present agreed that Pauli Daniels should contact neighboring buildings which would also be affected, as well as keep informed of Munjoy Neighborhood Association meetings. Pauli and Jim Zafirson would attend any future meetings that concern the wind turbine proposal. Residents in the area will also receive notification of upcoming hearings from the City.

d. Christmas lights around the pool

John Rastl has had several requests to put up Christmas lights around the swimming pool as was done last year. He will speak with Rick about putting lights up again this year.

e. Office manager issues

New towing signs for the parking lots have been received in the office and will be installed shortly.

Loose hypodermic needles were found in the trash. Cut-proof gloves will be purchased for Rick, and he will be instructed to wear them for his protection. An attempt will be made to trace the origin of the needles and to speak with the person who discarded them improperly. Pauli will also circulate a memo reminder concerning proper disposal of such items.

Pauli requested that an extra table be set up in the mailroom to handle the temporary Christmas mail/package load.

Pauli also brought to the Board's attention that with the new car stops in their present location (which is further from the wall than previously) it will cause a problem for snow plowing, because vehicles will protrude into the driveway. Jim and Rick will push the car stops back on Tuesday.

f. Miscellaneous

An exterior door in Building 2 needs repair. Jim will call Portland Glass. All five exterior doors have been weather-stripped.

Carport roofs are being power washed by Rick to avoid staining from debris, as occurred with the old roofs.

The Pine State Elevator contract is up in January, and the Association has been informed that there will be an increase in cost. Pauli will get an estimate from Pine State Elevator, and Jim Zafirson will contact Otis Elevator and request an estimate from them for comparison.

Jim has purchased several sections of sturdy shelving at \$30 per section in order to have proper storage for power tools etc. in Rick Lank's work room. The plan is to eventually have one entire storage wall.

8. The meeting was adjourned at 7:50 p.m.

Margie Thomsen
Secretary