

Directors Meeting Minutes
Promenade Towers
February 19, 2009

Present: Bruce Hopkins, John Rastl, Margie Thomsen, Cynthia Widdows

Absent: Leonard Ney, Stewart Peller, Jim Zafirson

1. The meeting was called to order at 7:00 p.m. in the Promenade Towers office.
2. Minutes of the January 15, 2009, meeting were approved as written.
3. John Rastl gave the treasurer's report.

Two unit owners are more than 60 days delinquent in paying the monthly condominium fee.

4. There were no mid-month decisions to report.

5. Old business:

- a. East End School wind turbine proposal status

The January 27 City of Portland meeting concerning this proposal was tabled at the request of the School Department. Doug Sherwood of the School Department is on the Promenade Towers agenda to speak to the Directors at the March 19 meeting.

Jim Zafirson and Steve Thomsen will attend the Munjoy Hill Neighborhood Association meeting scheduled for Sunday, February 22, to represent Promenade Towers, as the wind turbine proposal is on the agenda to be discussed.

6. New business

- a. Burst sprinkler pipe in Building One stairwell

A burst sprinkler pipe in the second floor stairwell area caused water damage to the stairwell and several units below. The damage has been functionally repaired, and cosmetic repairs should be completed by the end of next week. Areas of potential cold air leakage which might have caused the problem have been sealed. Heat tape will be wrapped around the sprinkler pipe above the entry vestibule. A new baseboard heater will be installed inside the bathroom area replacing a non-functioning wall heater. We will then have the stairwells and bathrooms heated and the vestibule will provide a buffer to the outside cold air.

One of the owners of the units involved has requested to be reimbursed for her electric bill, since large fans were running for several days. The Board agreed to present it to the insurance company with the other expenses/repairs, and requested electric bills from the present month, previous month, and the same month last year in order to fairly determine the dollar amount owed.

b. Back (mail room) entrance safety

There has been a problem with ice forming directly in front of the back entrance. This is being treated as best as possible until gutters are installed on all the garage roofs and above the entrance, which should eliminate the problem.

A major frost heave developed in front of the back door threshold for several days, making it very difficult to push the door open past it. It has since subsided.

c. Office manager issues

Pauli Daniels informed everyone that all the fire extinguishers have been checked, and the elevators inspected. There were no violations.

Some residents continue to let strangers into the building. This compromises our building's security. Pauli will draft a notice to be put in cubbies.

d. Miscellaneous

The Building One entrance is used by a lot of residents, and a request was made to put down rugs as in the lobby entrance, to help avoid tracking snow, salt, and sand inside and up the stairs.

It was noted that the heater at the Building Two entrance does not seem to be working. Pauli will ask Rick Lank to check this.

A section of the cable cover from the wiring shack up the side of Building One to the roof is missing. It will be replaced as soon as outside temperatures are warm enough to caulk the bolt holes.

7. The meeting was adjourned at 7:30 p.m.

Margie Thomsen
Secretary