

Directors Meeting Minutes

July 15, 2010

Promenade Towers

Directors present: Michael Lincourt, Leonard Ney, John Rastl and Jim Zafirson

Directors absent: Bruce Hopkins, Margie Thomsen and Karen Winslow

1. The meeting was called to order in the Community Room at approximately 7:00 PM.
2. The meeting minutes from June 17, 2010 were approved as written.
3. Treasurer's Report. John Rastl reviewed the Operating Account activity from January-June. We are approximately \$5,000 over budget due to several large repair jobs. Our Operating Account balance as of June 30 was \$17,570 and our Reserve Accounts total \$474,904. Two owners are more than 90 days behind in their monthly fees for a total of approximately \$3,500 past due. This is a nice improvement over two months ago when five owners were over 90 days late with a total of over \$10,000 past due. In recent sales, Mr. Rastl said unit #252 sold and closed today.
4. Unfinished business:

a. Deck refinishing plans – Mr. Zafirson said that Knowles Industrial Services started grinding the 1st floor decks on Building 1 this past Monday. They should be finished by the middle of next week. Next, Rick Lank will caulk the wall/floor edges and then apply the new Sonoguard coating (a base and a top coat). Fred Hill, #111, said that Knowles did an excellent job on his deck. Frank Walsh, #221, said his deck needs work by the door. Water pools there and he is just now getting his flooring replaced and wants to avoid future damage.

b. Lead paint testing – Mr. Rastl said new EPA rules that went into effect in April require that specially trained and certified personnel with regard to lead-paint are the only ones that can do any renovation work in buildings built prior to 1978 (very small [poster size] areas are an exception). Large fines can be assessed for not following the EPA procedures. One way around this is to have testing done and if the testing shows there is no lead-paint in our building, then we can disregard the EPA rules. Or, if we only find lead-paint in certain areas then the rules would only apply there. The tester, Atlantic Environmental Services, needs to test a 30 percent sample of each type unit, 1-bedroom, 2-bedroom, and 3-bedroom as well as the common areas to satisfy the EPA. The following units were selected for testing on July 27 or 28: 155, 153, 151, 254, 256, -- 146, 145, 245, 246, 247, - - 138, 133, 132, 232, 237, -- 128, 122, 222, 227, -- 117, 115, 112, 212, and 214. Testing is non-destructive using an x-ray "gun."

c. Wind turbine status – Mr. Rastl reported that the city's draft ordinance on wind turbines is out to interested parties for comment. As it reads now, in our zoning area (R6) and the East End Community School's (R3), "permitted" wind turbines will be restricted to less than 25' in height (base to highest blade tip) and that a "conditional" use for the school property could also be one of less than 45' in height. There are also setback and noise limitations. Mr. Rastl considers that our initial concerns with the discussion of a 250' wind turbine at the school site are resolved because the

new city ordinance will not permit anything close to that size. Our initial opposition has allowed time for the city to set reasonable limits for everyone's protection.

d. Mid-month decision confirmed: Approved approximately \$900 to conduct lead-paint testing

5. New business:

a. Late payment policy revision. *A motion was made and passed to amend the Rules and Regulations policy dealing with late fees and delinquent Association fees. After discussion the following amended language to paragraph 18. g. was adopted.*

“In the instance where payment is not made for two or more months, the following schedule will be followed: (1) a late fee will be assessed for each of the first two months if no payments are made, and (2) beginning on the third month and continuing each month thereafter until the balance is paid in full, interest of 1.5% (18% annual rate) will be charged on the unpaid balance in addition to the late fee.”

b. Security issues.

(1) A security incident occurred on July 8. An owner reported that someone had been in his car and taken a small amount of money. He stated that he always locked his vehicle but must have forgotten. When reviewing the video we found two young adults, one male the other possibly female, coming down the stairs from the upper parking lot and checking what appeared to be each vehicle on the main entrance level (one down one side and one down the other). The time was 4 AM. They only checked for unlocked vehicles and moved on rapidly. It was noted that we have seen this in past years and that normally there is no damage done, but if your vehicle is unlocked, they will rummage through it and take anything that can be easily turned into cash. **To avoid this, please keep your vehicles locked.**

(2) A second security incident occurred on July 12. A group of young adults (6), took apart a section of the pool fence and entered the pool at around 3 AM. After some swimming, they started throwing pool furniture into the pool. Several residents heard and saw this but two alert residents called 911. Responding police saw 6 people walking a short distance away and questioned them. They were still wet and reportedly two admitted what had happened. We will get an estimate for the fence repairs and give to the police for prosecution. **When anyone sees something like this that they know shouldn't be happening, call the police (911).**

c. Dumpster tug. We received this unit about 13 days ago and have to make a decision to pay for it or pack it up and return it. We have had limited use and evaluation because of Mr. Lank's vacation. While we are not satisfied with how it is working now, the Board and Mr. Lank believe it is workable with minor adjustments to the dumpster or tug. It was agreed to pay the invoice of \$5,047 in full and have adjustments made to the wheels on the dumpsters as recommended by the vendor.


d. Annual meeting. The Annual meeting will be the second Wednesday in September, which will be the 8th. Mr. Rastl asked if there are any known agenda items or amendments. None were discussed during the meeting. The meeting will also elect two Directors with expiring terms: Bruce Hopkins and Margie Thomsen.

e. Reserved parking. An owner noted continuing problems with visitors/contractors parking in people's garage space under Building 1 and 2. "Reserved Parking" labels that were on the wall were painted over. People visiting for the first time or contractors often just swing into an empty space that is close to a door. One owner puts up a cone in his space so it will be available when he returns. A request was made to have Mr. Lank paint "RESERVED" on all parking curbs. Mr. Zafirson said it would be added to Mr. Lank's "to do" list.

f. Office Manager Issues:

- Screen replacements. A few people are missing their living or dining room's right screen and we have no spares. Mr. Zafirson asked that Pauli Daniels call and find a local source, Portland Glass as one suggestion, to make new ones as needed. Screens are the owners' responsibility and they will have to pay for new ones but the Board would like to just have one source that provides a screen that looks and fits like the originals.
- The Pool deck needs sealing. Mr. Zafirson agreed and suggested the surface be patched where needed, then stained to give a consistent color and then sealed. He suggested this fall after the heat is turned off in the pool would be an ideal time to do this project.
- An owner reported a rock had damaged his windshield while parked in the uncovered lot on the main entrance level. He asked if it could be from the riding lawn mowers used by our landscape contractor.

6. The meeting was adjourned at approximately 7:45 PM.



John M. Rastl
Acting Secretary