

Directors Meeting Minutes

February 17, 2011

Promenade Towers

Directors present: Gunnel Hansen, Bruce Hopkins, Michael Lincourt, John Rastl, Karen Winslow and Jim Zafirson

Directors absent: Leonard Ney

1. The meeting was called to order in the Community Room at approximately 7:00 PM.
2. The meeting minutes from the January 20, 2010 regular monthly meeting and from a special executive session held January 29, 2010 were approved as written.
3. Treasurer's Report. Mr. Rastl presented and the Board approved the Annual Financial Report for 2010. A copy will be sent to each owner.
4. Unfinished business:
 - a. Ceiling repair in #212. Pauli Daniels asked that Mr. Zafirson contact the owner and explain her options and get an answer so we can move forward on this repair. Ms. Daniels will provide the phone number and best time-to-call for Mr. Zafirson.
 - b. Heater for stairwell, Bldg 1. Mr. Rastl said that Joe Coyne has installed the new heater, which cost approximately \$1,800, in Building 1 stairwell at the third level and it is now waiting for the electricians to supply it with power and connect to the existing thermostat. This should be completed sometime in the next week. After it is up and running, we will monitor the 5th level for any additional heat needed during extreme wind/cold.
 - c. Main entrance phone system. Mr. Zafirson said our front door phone system has been giving us problems over the last couple months. The system also doesn't allow phone numbers other than area code 207 which is an inconvenience for many owners who have cell phones with other than 207 area codes. We asked for estimates for a replacement system from two vendors: ADT Security Services and Norris Inc. (who has serviced our current system). Mr. Zafirson discussed the pros/cons of the bid from ADT and Mr. Rastl presented the same for the bid from Norris. Both systems were comparable in capabilities, reliability reputation, warranty, and service expectations. The Board selected the system proposed by ADT based primarily on a \$600 lower cost and that it is the exact size of our current system while the other system was slightly larger and would not have fit flush in the wall (without additional labor expense). The new system is a TEC 4 by Select Engineered Systems Inc. The installed cost will be approximately \$2,725.
 - d. Sump pump/drain in garage across from main entrance. Mr. Rastl reported that Mr. Coyne has pieced the drain pipe back together with the new heat tape fished into place. All that remains is to complete the heat tape install in the downspout, caulk the opening, and plug it all in. Mr. Zafirson suggested packing plumbers putty inside the opening where the heat tape enters the pipe and also asked to consider a Y rather than a T connection for less water interference.

e. Fitness Room progress. Mr. Zafirson reported that we are in Phase I of construction on the new Fitness Room (previously the maintenance man's apartment next to the Office). The walls have been washed down using TSP, we have selected a rubber type flooring and we have estimates for a glass entrance door/window like the inside door/window going out the mail room. A team of volunteers will tackle the demolition of the old walls that need to come out next week. Anyone wishing to volunteer should contact John Rastl. Mr. Zafirson said we are moving slowly but want to do it right.

5. New business:

a. Mr. Rastl displayed a post card announcing the Maine Legislative Action Committee is trying to get new legislation, LR880, this year that would give condominiums a priority lien on up to 6-months of condo fees in the case of foreclosures. Maine is the only New England state that does not have this type of protection for condo associations. Similar legislation was defeated in Maine two years ago. The Office Manager will scan the postcard and forward to all owners. Owners may wish to contact their elected representatives to support this legislation.

b. Office Manager Issues. Ms. Daniels spoke on the following issues:

- 1) An extensive test of our fire alarm system was conducted today and there were no discrepancies. However, after the testers left we found the system was leaking/dripping water into a drain. This was causing the pump to run occasionally to keep up normal sprinkler system pressure plus a waste of water. The leaking valve is to be fixed tomorrow.
- 2) The redeemable bottles/cans recycle has been working well. Ms. Daniels thanked residents for only putting redeemable items in the bins. A resident, Will Gorham, and other volunteers from the Munjoy Hill Neighborhood Organization (MHNO) pick them up as the bins get full. All revenue is used to help Munjoy Hill residents who need help with heating costs.
- 3) Ms. Daniels thanked everyone who has to move their cars when we have plowable snow. She said it has been working well and she appreciates everyone's cooperation.

6. The meeting was adjourned at approximately 7:50 PM.



John M. Rastl
Acting Secretary