

Directors Meeting Minutes

Promenade Towers

January 21, 2016

Directors present: Gunnel Hansen, Dave Mathieu, Leonard Ney, Mark Rockwood and John Rastl

Directors absent: Megan Ladd and Jim Zafirson

1. The meeting was called to order in the Community Room at 7:00 PM.
2. The meeting minutes from December 3, 2015 were approved as written.
3. Treasurer's Report: John Rastl presented a summary of our income and expenses for the past year. Our Operating account had a net loss of approximately \$12,000 primarily due to cold temperatures and high electricity rates last January through March. Our Reserve account had a net income of a little more than \$16,000. We ended the year with \$30,649 in our Operating account and \$807,632 in our Reserve account. After our CPA completes our income taxes, a more detailed 2015 financial report will be provided for Board approval and then distributed to each owner. Only one owner is over 60 days in arrears with a balance of \$1,517.

4. Unfinished Business:

a. Elevator Modernization Project – The elevator cables have been replaced on both cars, digital indicators have been installed at each level and new call buttons have been installed on levels 1-5. This work was accomplished with only temporary shut-downs of one elevator and both have been operational during nights and weekends. In the next few days, elevator #1 will be completely shut down for 5-6 weeks to allow the modernization project to continue.

b. Pool fence update – Mark Rockwood followed up with questions from our last Board meeting to Burns Fencing. They agree with Maine Line Fence that the sturdiest and most effective installation would be to set the new fence slightly outside the existing deck. Burns Fencing recommends using 3” posts in extra deep footers for the gate posts. Burns has done other installs with a grill or mesh tack-welded inside the gate and on either side of the gate to prevent reaching through the pickets to the unlock handle/bar. Install time is estimated at 3-4 days. There remain questions on the lock (mechanical or electrical) and who installs it.

c. Pool gate locking strategy. Mr. Rastl said we received a quote from Digital Sky to install an electronic locking system for the two pool gates. It would be a new IP based security control system that we could add to or eventually replace our existing door entry system if it ever has problems. It would use our existing fobs (you need the fob to reenter the building) and record ID and date/time for each entry. The quoted price was \$9,924 and also included a new high-definition day/night camera for the pool area. Mr. Rastl considers this a first class system that will allow us more growth but thought we should continue to resolve the locking strategy with the pool gates before making a decision.

d. Pool cover replacement – Mr. Rastl asked Christman Pools several questions after discussion at our last Board meeting. He was concerned about the new cover matching with all or least most of our existing anchors (set in the concrete decking). Our current pool cover was made by LOOP-LOC and installed in 2000. The other major manufacturer is Meyco. Christman Pools is a representative for both and provided us new bids to install either cover. The LOOP-LOC is slightly more expensive but the Meyco will need extra work and sending our current cover back to them to try to match anchors. This

effectively makes price the same. Mr. Rastl requested two or more volunteers to go over each company's cover, warranty, and color options and then make a recommendation at the Board's next meeting. Gunnel Hansen and Mark Rockwood volunteered.

e. T-Mobile proposed changes. Mr. Rockwood described two proposed changes to T-Mobile's rooftop antennas:

(1) The first places three new antennas on the elevator machine room to replace the three existing antennas mounted on a pole (which seems to have interference issues). There would be little practical change to the roof area they are using. The concern was the visible appearance of the antenna and cables from the adjacent decks. The representative assured Mr. Rockwood that if we required in writing that the cabling and mounting be concealed it would be done that way. Given that stipulation, the Board approved this modification.

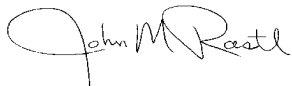
(2) The second proposal was for a temporary microwave dish (approximately 25" diameter) to be mounted on a non-penetrating tripod stand on Building 2 and pointed to the west. This would be a temporary installation for 3-12 months and would include a one-time payment of \$1,000. Mr. Rockwood requested the mounting tripod be positioned further to the north so it would not have line-of-sight from any deck. T-Mobile agreed and provided an updated drawing reflecting the new position. The Board approved that proposal with the addition of monthly payments if installation exceeds 12-months.

f. Revised Rules and Regulations – The revised version of the Rules and Regulations manual was sent out by email December 7. We had 120 copies printed with about 50 distributed in cubbies, 11 held for spring arrival of Snowbirds and 27 mailed by R&E to owners that rent, etc. In the future, David deBree will give new residents a copy during their "orientation" briefing.

5. New Business: An unscheduled move-out was made on January 6. The incident was discussed along with the extenuating circumstances of the tenant with no further action required or taken.

6. Property Manager report. Mr. deBree reported that in the last month, there were 3 move-ins/outs. The move-out today was a problem in that the mover arrived with an 18-wheeler and backed into the Service Entrance. This is against our rules because of problems in the past, but because of the snow, cold temperatures, and that one elevator was to be unavailable, he decided an exception was appropriate given the circumstances. Discussion followed on how to make residents more aware of this rule and the past problems that led to creation of the rule. Maintenance issues included replacing a rubber bellows on one of the water boost pumps and attempted roof repairs by Glidden. Glidden workers have a suspect area but were unable to do the repair due to high winds and will be back soon.

7. Meeting was adjourned at 8:20 PM.



John M. Rastl
Acting Secretary