

STONE TERRACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
at THE CLUBHOUSE
June 16, 2021

1. The meeting was called to order at 3:00pm. In attendance for the Board of Directors were Ron Gomes, Paul Martineau, Pam Saidla, Catherine Cavanaugh, and Jack Blouin. In attendance representing Evergreen Management Group was Paul Okonak for Pauline Martin, Association Manager.
2. Open Session: The meeting was closed to the owners due to Covid-19. Going forward, meetings will be open with social distancing.
3. The Board ratified the approval of the minutes of the April 21, 2021 Board meeting.
4. Financial Reports: The Board reviewed the April 2021 Financial Report. The Board unanimously approved the financials as presented.

Operating cash on hand \$67,826 and operating reserves on hand including the funds in CD's is \$578,425 as of 6/16/21

5. Administrative Matters:

5.1 Next Meeting: The next Board Meeting is scheduled to be held on July 21, 2021 at 3pm at the Clubhouse pending attendance due to vacations, etc. The meeting can now be open to owners with social distancing.

6. Communication Report: No Board action required.

7. New Business/Old Business:

7.1 Common Area Cameras: Installed and working great. Jack to order "camera in use" surveillance stickers as he has an ordering source for those stickers to be placed in the common areas where the cameras are filming. There is a proposed camera policy put forth by Catherine for Board review. The motion was made by Catherine to adopt a camera policy, but the motion fell short for a second. Catherine then made the motion for at least a camera policy *review* by the Board and the Board seconded and all in favor of a review at some point in time.

7.2 265 Garage Door: There is a request from a new owner above the garage door in Building 265 for a new motor and nylon rollers to help quiet the noise in the condo unit from the garage door going up and down. The new owner stated that this would cost around or over \$3k for this new and proposed installation. The Board believes that the current mechanism works perfectly. Management to inform the unit owner above the door that this is the Board's decision at this time.

7.3 TV and Internet in the Club House: The Board does not want to expend the money for a TV or monthly internet costs for the club house as the usage would be very minimal considering all of the residents in the community having to pay for such service.

7.4 Virtual Board Meetings: With the board meetings opening next month to the membership in the club house, the request was made to make meetings virtual too. A motion was made by Catherine to make the meetings virtual as well and it fell short as there wasn't any second.

7.5 Cement Walkways in Front of Both Buildings & Club House: The Board met with two contractors to review the condition of the deteriorating sidewalks as listed. The Board was most impressed with Val's Concrete out of Nashua for a price of approximately \$30k to do all 3 sections. Ron is to continue negotiations with Val to see if there is any wiggle room on pricing, but meanwhile to proceed, the motion was made, seconded and all in favor for this process to get in the masons' schedule and Ron to continue negotiations.

7.6 Phone Lines: The Association is being invoiced for 5 phone lines. 4 are identified to the two buildings fire panels and elevators. Management to investigate what the 5th line is for as that is suspected to be for the club house, which that line is not needed anymore.

7.7 Fire Panel: We recently experienced the alarm going off at the fire panels in both buildings. It was discovered by Mammoth Fire Alarms that the issue was the dialer. The systems were put back in service. Pam and Ron met with the Mammoth Fire Alarm representatives. Their recommendation is to upgrade both buildings to starlink which will eliminate the monthly costs of two phone lines and less trouble calls. The total cost of upgrade for both buildings is \$2,390. The consensus with the Board is to move forward with the suggested recommendation.

There being no further business, the meeting was adjourned at 4:03pm with the unanimous consent of those present.

Respectfully Submitted,

Paul Okonak

Paul Okonak, MBA, CMCA, AMS for Pauline Martin, CMCA, AMS
Association Manager