

STONE TERRACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
at THE CLUBHOUSE
January 19, 2022

1. The meeting was called to order at 4:00pm. In attendance for the Board of Directors were Ron Gomes, Pam Saidla, Jack Blouin, Paul Martineau, and Mel Christy. In attendance representing Evergreen Management Group was Paul Okonak VP of Management Services for Pauline Martin, Association Manager.
2. Open Session: There were four owners present.

Unit Owners present addressed the board with their concerns to include:

245-302: Reporting intermittent noise in the wall of the unit. Owner presented dates/times of the noise and while there are no building mechanical locations in that wall, it may be an adjoining unit's oxygen machine (?). The Board will investigate this with the adjacent units.

245-107: Water coming in the slider. Slider was replaced about 19 months ago. No water before the slider replacement and the water appears now intermittently. Ron will contact Statum Boisvert from ICON Unlimited Contracting to see if ICON is available to visit the unit to see if the leak may be coming from a rare rain/wind event.

245-106: Suggested having emergency contact info if/when units are vacant with folks going away for vacation or for the season. The unit owner info sheet has this info listed. If there are real emergencies, the Fire Department would gain access to the unit.

245-317: Checking on status of tile repairs and cleaning for second floor in 245.

265-309: Asked about the survey on the mini-split systems from last fall. There were very few responses. There are many questions of mini-split applications as to the installation and change of appearance to the buildings if installed. The Board consensus is to have a mini-split rep come to hold an open session to discuss mini-splits.

Open Session ended at 4:35pm.

3. The Board ratified the approval of the minutes of the November 17, 2021 Board Meeting.
4. Financial Reports: The Board reviewed the December 2021 Financial Report. The Board unanimously approved the financials as presented.

Operating cash on hand \$85,361.00, operating reserves on hand \$207,140.00 and funds in CD's is \$400,691.00 as of 1/19/22.

5. Administrative Matters: Next Meeting: Wednesday, Feb 16th at 4pm at the Clubhouse.
6. Communications Report: Board reviewed prior to meeting. No Board action required.

New Business/Old Business in following the Meeting Agenda:

6.1 Faulkner Landscaping: Faulkner Landscaping provided an install date of November 17th for the retaining wall in front of building 265. Completed December 6th.

6.2 Pool Vendor: Sterling Pool and Executive Pool to provide quotes for the 2022 pool season and we are waiting on those quotes. The City of Manchester will require all pools to be tested four times per day for PH levels in 2022 and pool controllers will be needed. Need to follow up on these quotes.

Ron Gomes discussed the pricing recently received from Hudson Pool, without testing the pool water chemicals. If the Board chooses to remain with Hudson Pool, volunteers would be needed to monitor the chemicals for the pool. Ron will be reaching out to Hudson Pool to further discuss.

6.3 Pool tiles will be fixed in the spring time.

6.4 Sewer manhole covers are made of cast iron and they do rust but are structurally safe.

6.5 Door control leading to both garages leading to the elevators were completed December 13th.

6.6 Trimmers to quote irrigation opening and closing for the 2022 season.

6.7 Ron met with NH Saves Rep on December 9th. Regarding garage lighting, we have been replacing burnt fluorescent tubes with "plug and play" LED tubes. In order to achieve the full brightness and energy savings, the fixtures would need to be re-wired bypassing the ballasts. We also know that all ballasts will fail over time. Your board is working on a remedy.

Burnt bulbs in our hallway sconces are being replaced with 4.5-watt LED's. We currently have a mix of compact fluorescent and LED. NH Saves representative advises that we can't do much better than the 4.5-watt LED.

The 2016 Energy Audit Report has not changed. Recommendation is to increase attic insulation, updating to Condensing Boilers for our hot water heating systems, programmable thermostats, water aerators. Noted in 2016 audit is a recommended domestic hot water temperature of 120 degrees which we have been doing.

As you may have heard in the news recently, NH Saves Program has been put on hold. It appears that it may be up and running by the end of month.

There being no further business, the meeting was adjourned at 5:15pm with the unanimous consent of those present.

Respectfully Submitted,

Paul Okonak, MBA, CMCA, AMS, VP of Management Services for Pauline Martin, CMCA,
AMS, Association Manager