

**STONE TERRACE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
at THE CLUBHOUSE  
July 20, 2022**

1. The meeting was called to order at 3:59pm. In attendance for the Board of Directors were Ron Gomes, Pam Saidla, Jack Blouin, David Duval, and Paul Martineau. In attendance representing Evergreen Management Group was Pauline Martin, Association Manager.
2. Open Session: There were six owners present.

Pauline Martin informed the owners in attendance that Board Member Mel Christy recently passed away and Mel will be missed for his valuable contribution to the Board. The Board and Management offered their sympathies to Mel's wife, Laura. The Board held a Special Meeting and appointed David Duval to fill Mel's Board seat.

Unit Owners present addressed the Board with their concerns/comments to include:

245-317: Owner inquired about the repair of a sinkhole in pavement behind Building 245. Ron advised that the sinkhole was properly repaired and most likely was caused by rotting organic material that may have been buried there years ago. Owner also brought up her ongoing concerns regarding dirty tile grout in foyers. As stated in last month's minutes, the Board has no plans on cleaning the grout. The Board feels that Association money would be better spent in replacing the tiles which is on the wish list.

265-112: Owner inquired if any owners had purchased a quiet A/C and owners in attendance offered their recommendations.

Ron Gomes reported sand, gravel and rocks being washed down from hill on backside of Building 265. Most of the material has shown up from the last 3 torrential downpours. Upon further investigation, the source of water is an 18" concrete culvert pipe draining at the top of hill. This was brought to the attention of City of Manchester Department of Public Works. Ron and two City representatives walked the eroded crevice to the top of hill. The City representative is currently researching the placement of this pipe and hopefully will find a remedy.

Open Session ended at 4:20pm

3. The Board ratified the Minutes of the June 15, 2022 Board Meeting.
4. Financial Reports: The Board reviewed the June 2022 Financial Report. The Board tabled the approval of the June 2022 Financials until the next meeting.

Operating cash on hand \$115,028; Operating reserves on hand \$139,657 and funds in the amount of \$510,076 that will be shortly rolled over into new CD's. Pam Saidla is exploring CD rates and laddering of CD's.

The Board unanimously agreed to cash in the expiring CD's and to deposit the funds into the Reserve Money Market account until Pam Saidla has determined the terms and interest rates for laddering new CD's with Edward Jones Investment.

5. Administrative Matters: Next Meeting: Wednesday, August 17, 2022 at 3pm at the Clubhouse. The Annual Meeting is scheduled for September 10, 2022 at 10:00am.

6. Communications Report: No Board action required.

7. New Business/Old Business in following the Meeting Agenda:

7.1 The Board ratified their email approval vote for Bartlett Tree Service to cut back 10 feet of overhanging tree limbs and branches behind 265 in the amount of \$5,700. The Board also authorized the removal of two birch trees behind Building 245 and this work will be performed during the winter months.

7.2 Trimmers Landscaping will perform an inspection to determine the amount of how many gallons are used per minute for the irrigation system. Trimmers has also advised of a few options and feels that a wifi Hydra-Wise controller maybe the best approach, however they will offer their recommendations once they have performed their inspection.

7.3 Pool Tiles: David Duval suggested replacing the current pool tiles with 6" x 6" tiles rather than the 3" x 3". The pool tiles continue to be dropping. Ron and Dave Duval will reach out to pool companies in the area for proposals on replacing all of the tiles.

7.4 Ron and Management have reached out to Trimmers Landscaping as it appears that the irrigation system is not operating at both buildings. Management will again reach out to them.

7.5 David Duval provided the Board with sketches for re-angling the dumpster at Building 265. Dave volunteered to contact Pinard Waste to discuss the angle placement with the trash hauler to allow access easier for the trash hauler when emptying the dumpster. David will also contact a concrete vendor to relocate the dumpster pad, and fence vendors to replace the dumpster fence enclosure.

7.6 Ron is waiting on proposal from Faulkner Landscape's for design and installation of a ground cover for the north end back side of Building 265.

7.7 Management will reach out to Master Roofers to perform roof inspections. The J channel on siding between the balconies of units 245-211 and 245-213 is pulling away from building. This channel is on the siding transition between the second and third floors. Management will ask Master Roofers to take a look at it and repair.

7.8 Management will enter a work order to remove the bees nest at 245-311.

7.9 The annual inspection for the generators will be performed on July 27<sup>th</sup> by Power Up Generators.

7.10 Crack X submitted a proposal to repair cracks in the garage parking spaces, (3 garage spaces in Building 245 and 1 in Building 265), in the amount of \$2775. The Board unanimously approved the proposal.

7.11 Management will issue a work order to NH Blacktop to re-inspect the drains and to determine if crack sealing needs to be done this year.

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There being no further business, the meeting was adjourned at 5:05pm with the unanimous consent of those present.

Respectfully Submitted,

*Pauline Martin*

Pauline Martin, CMCA, AMS  
Association Manager