

**STONE TERRACE CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**at THE CLUBHOUSE**  
**January 18, 2023**

1. The meeting was called to order at 3:00pm. 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 four owners present.

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

245-317: Owner stated she had concerns of the bittersweet which could overtake the trees by choking them, the owner provided the Board with samples of the bittersweet.

Open Session ended at 3:15pm.

3. The Board ratified the Minutes of the November 16, 2022 Board Meeting.
4. Financial Reports: The Board reviewed the November and December 2022 Financial Report. The November and December financials were unanimously approved by the Board.

Operating cash on hand \$49,396; Operating reserves on hand \$215,650, and there is \$500,000 invested in CD's.

5. Administrative Matters: The next meeting is scheduled for February 15, 2023 at 3:00pm. This will be a closed Board meeting. The next Open Meeting will be held on April 19, 2023. Open Meetings will be held quarterly as mandated by the NH Condominium Act RSA 356-B:37-c.
6. Communications Report: No Board action required.
7. New Business/Old Business in following the Meeting Agenda:

7.1 Pool: The Board ratified their approval for Sterling Pools to replace the pool tiles in the amount of \$5800. This work will take place prior to the opening of the pool for the summer season.

7.2 The Board ratified their approval for Sterling Pools to convert the pool to salt-water system in the amount of \$6,900 for the required materials needed. This will be a cost savings to the Association for the future as pool chemicals/chlorine have drastically increased in costs.

7.3 The "Stone Terrace no dog policy" signs have arrived, these will be posted in the mailroom area for both buildings.

7.4 The Association received a large conference table along with 10 chairs through David Duval. This was given at no cost to the Association. The Association did pay to have it moved from Bay Street to the Clubhouse by a professional moving company. Many thanks to David for his coordinating efforts.

- 7.5 Ron Gomes again reached out to the City Sewer and Drain Superintendent regarding the erosion on the backside of Building 265. The City Engineering Department is researching legalities and will be reaching out to Ron shortly.
- 7.6 The Board is discussing the Capital Reserve Plan for large capital expenses such as roofs, parking lots/roadway between buildings, elevators, heating and hot water systems, etc. for the next 7 years. The Board realizes that the roofs are coming close to their life expectancy. The mid December rain and windstorm loosened some pieces of roofing shingles. When Jack and Ron walked the perimeter of the buildings, they collected a grocery bag full of these pieces from the grounds. Most of them were found on north end of Building 245. Master Roofers came over afterwards to inspect and replaced a couple needed shingles. It appears that these roofs are much closer to their life expectancy than we had realized. The Board received one proposal and are awaiting two other proposals. Replacing these roofs will take up a huge chunk of our Reserves. We are considering replacing one roof per year although it may be more cost effective to replace all 3 roofs the same year. We will know more once all the numbers are in. Being a proactive Board, we want all homeowners to be aware that there is a possibility of a special assessment and of course an increase in monthly HOA fees.
- 7.7 Due to the toilets getting clogged at the Clubhouse, the Board is exploring having electric hand dryers installed in both restrooms. Roto-Rooter advises that paper towels are being flushed down the toilet blocking the main drain line. This occurred on July 3, 2022 and again this past December. What seemed like an easy solution of hand dryers has become a more costly solution in that we don't have enough wattage in restroom outlets. David Duval has volunteered to further research this matter.

There being no further business, the meeting was adjourned at 4:21pm with the unanimous consent of those present.

Respectfully Submitted,

*Pauline Martin*

Pauline Martin, CMCA, AMS  
Association Manager