

STONE TERRACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
at THE CLUBHOUSE
May 20, 2026

1. The meeting was called to order at 2:57pm. In attendance for the Board of Directors were David Duval, Pam Saidla, Jack Blouin, Chelsea Lalime, and Jim Andwood. In attendance representing Evergreen Management Group was Pauline Martin, Association Manager.
2. The Board ratified the Meeting Minutes of the April 15, 2026, Board Meeting.
3. Financial Reports: The Board reviewed the April 2026 Financial Reports. The April financials were unanimously approved by the Board and will be posted to TownSq.

As of May 20, 2026, Operating cash on hand \$41,881, Operating reserves is \$195,414.

4. Administrative Matters: The next Board Meeting is scheduled for June 17, 2026, at 3pm, this will be a Closed Board Meeting.

The Board is required to hold only four Open Board Meetings per year, every quarter. The remainder of the Board Meetings will be closed.

5. New Business/Old Business in following the Meeting Agenda:
 - 5.1 A letter will be sent out to the landlords that did not provide EMG with a current lease for their tenants by the deadline of April 30. Failure to submit a copy of the current lease will result in a \$100 fine if not submitted prior to May 31, 2026, as outlined in the Rules and Regulations.
 - 5.2 NH Elevator is waiting on the parts to arrive to replace both electrical board panels and components. Both buildings have experienced issues in the past and Building 245 will be the first building to be completed. The elevator will not be available for approximately 2-3 weeks while this work is being done. Advance notice will be provided to all owners when the work is scheduled.
 - 5.3 The common area pipe which abuts the exterior building wall of unit 265-112 has frozen in the past during cold temps and again recently, however once the sun heated the outside wall the common area pipe did thaw out. The Board is waiting for a scheduled date from Denisco to install additional insulation from the front of the building exterior by removing some of the siding.
 - 5.4 Denron will be replacing six pressure relief valves in Building 265. There is a pipe that is leaking in the heating loop system and needs to be repaired. The cost \$4,690.
 - 5.5 The annual Common Area carpet cleaning is scheduled for June 19, and the fall carpet cleaning is scheduled for October 27.
 - 5.6 The garage floor cleaning is scheduled for June 1, 2026, for Building 245, and June 2, 2026, for Building 265. All vehicles must be removed from the garages prior to 7:00am.
 - 5.7 The Common Area dryer vent cleaning is scheduled for June 28. A notice will be sent out to all residents advising not to use the dryers on this date.
 - 5.8 The Board reviewed the Clubhouse Rental Agreement as well as the Clubhouse Rental Rules. EMG will make some revisions and forward to the Board for review.

- 5.9 Jack Blouin has met with Best Lock to discuss replacing all exterior Common Area entrance doors. The current doors are residential and commercial doors are needed. This will be further discussed at a future date.
- 5.10 Chelsea Lalime has reached out to Clough Landscaping and Faulkner for pricing to replace several dead shrubs. The Board agreed they would prefer plantings which will not grow to a height which would block views from windows and Chelsea will request pricing for several and similar types of plantings from both vendors.
- 5.11 Jack Blouin has been pleased with the workmanship of NH Painting & Handyman Service, who recently completed various service requests.
- 5.12 EMG will reach out to NH Blacktop to provide a quote for crack sealing and identify any areas of concern.

There being no further business, the meeting was adjourned at 4:15pm, with the unanimous consent of those present.

Respectfully Submitted,

Pauline Martin

Pauline Martin
Association Manager