STONE TERRACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
at THE CLUBHOUSE
October 21, 2026

1. The meeting was called to order at 3:01pm. In attendance for the Board of Directors were David Duval, Pam Saidla, Chelsea Lalime, and Jim Andwood. Jack Blouin was unable to attend. In attendance representing Evergreen Management Group was Pauline Martin, Association Manager.

2. Open Session. There were 8 owners present.

   An owner from building 265 reported that a liquid was spilled on the floor in the mailbox foyer and was eventually cleaned up.

   An owner from building 265 stated she observed an owner sweeping fallen leaves, the Board had no issue with this and commended those owners who also voluntarily pulled weeds.

   An owner asked if the garage door will be replaced at building 245, the Board advised that the garage door to the building is working properly at this time and due to other priorities, the garage door at building 245 will not be replaced at this time.

   An owner from building 265 stated she recently noted that the garage door did not immediately close when entering the garage, the owner was advised that she can close the garage door with her garage remote to avoid the slight delay in the garage door closing on it's own. With the cold season upon us, this process will definitely help conserve heating costs which are on the rise.

   A discussion was held on cleaning behind the laundry machines in all laundry rooms. Neat NH Cleaning Service will be asked to clean behind the laundry machine equipment twice per year, clean the filter in the Common Area A/C's annually, and dust the light fixtures in the stairwells.

   Open session ended at 3:34pm.

3. The Board ratified the Meeting Minutes of the June 17, 2026, Board Meeting.

4. Financial Reports: The Board reviewed and ratified the June to September 2026 Financial Reports. The approved financials will be posted to Townsquare.

   As of October 21, 2026, Operating cash on hand $11,894, Operating reserves balance is $125,197.

5. Administrative Matters: The next meeting is scheduled for November 18, 2026, at 3pm. This will be a Closed 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.

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

   5.1 Denisco has added additional insulation from the front of the building exterior at 265-211, the common area pipe which abuts the exterior building wall of this unit has frozen in the past during cold temps. They will be returning to install a ceiling tile.

   5.2 A discussion was held on those units with three vehicles being parked onsite, the Bylaws specifically state that only two vehicles per unit are permitted. This will be further discussed at the next meeting.

   5.3 The Snow Removal Procedures were reviewed by the Board. There are some residents that leave their vehicles in the parking lots for extended periods of time while they go away and these vehicles impede the snow removal efforts. EMG will revise the Snow Removal Procedures to

issue a first warning and a fine of $250 for a second offense, including towing of the vehicle off the property.

5.4 New dogs have been observed within the property that did not receive prior written approval from the Board of Directors. A notice will be sent to all owners that any unapproved dogs must be registered with Evergreen Management.

All Board approved dogs must provide to Evergreen Management proof of vaccination annually.

5.5 A notice will be sent out to all residents that the lobby tables are for delivery parcels only and items such as dishes, food, etc., are not to be left in the lobbies at any time.

5.6 The dumpster fence will be repaired this month.

5.7 Management will send a reminder to Clough Landscaping to trim the tree in front of 265-314.

5.8 J.E. Painting Plus will be touching up the trim paint in the lobbies of both buildings, including the elevator doors and entrance doors. They will also repair the wallpaper where the new elevator switches were installed.

5.9 NH Blacktop will be onsite to perform crack sealing for the parking lots.

5.10 The Common Area carpet cleaning is scheduled for October 27.

5.11 Pro Technologies recently looked at the intercom system at building 245. The front entrance door did not lock due to a unit having their intercom button stuck to the “open door position”. Pro Technologies was able to make the repair and the front entrance door now securely locks, however units 101, 201, and 301 appear to have a wire issue and access to these three units will be necessary. Evergreen will coordinate and schedule a date with Pro Technologies and access will be needed to enter these units on one visit.

There being no further business, the meeting was adjourned at 4:14pm, with the unanimous consent of those present.

Respectfully Submitted,

Pauline Martin
Association Manager