



**Horizons Condominium Owners Association
Board of Directors Meeting Summary
Monday, February 23, 2026 | 6:30PM**

The Meeting of the Board of Directors (the “Board”) of Horizons Condominium Owners Association (the “Association”) was duly held via zoom on Monday, February 23, 2026

There were present:

x	Michael Coscia
x	Ed Chamberland
x	Tom Tremblay
x	Michele Butler
x	Kathy Degan
x	Vinny Zaccardi
x	Lorraine Ilsley

ITEM I. Sprinkler Design Time Extension

- The sprinkler engineer requested additional time to deliver a design, given winter workload
- Unanimous approval to extend the deadline to May 1, 2026

ITEM II. Project Financing Discussion

- Discussion on earlier meeting with SPS regarding scope of first phase of work. Request was made that SPS provide pricing on the roof project and timeline information
- Potential bank loan financing and special assessments were discussed. Additional estimates on roof project and elevator project are needed. Recommendations on special assessments or financing decisions cannot be made until final estimates are received.

ITEM III. Policy on Action Without a Meeting

- Discussion on draft Policy on Action Without a Meeting
- 6 approved, 1 against (K.Degan), Board Policy on Action Without a Meeting

ITEM IV. Tenant Lease

- Tenant signed in incorrect places; Lorraine to reprint lease for Amy to sign in March

ITEM V. Elections

- Discussion on election process and recruitment of potential new Board members

ITEM VI. Rental Policy

- Rental policy will go out to owners in April along with new front door code for renters

Respectfully Submitted,

Michelle Butler

Secretary