Horizons Condominium Owners Association
Board of Directors Meeting Minutes
Saturday, September 20, 2025 │ 9:00 am

The Meeting of the Board of Directors (the "Board") of Horizons Condominium Owners Association (the "Association") was duly held via zoom on Saturday, September 20, 2025

There were present:

Constituting a majority of the directors and a quorum. Also present were:					
	Jill LaPoint Marie-Anne Ward Bernie Cornell		Sharon Zaccardi Roseann & Barry Stearns Marianne Mullin		Joy and John Wowk Kathy Sweeney Tom Kerekes
	Jake Kennedy Mike Abbott Amy Poe		Beth Chamberland Seth Brawer David Degan		Ann Velenchik Nancy Levy-Konesky

ITEM I. Approval of Minutes **Mike Coscia**

- Minutes from the July 26, 2025 regular BOD meeting were presented for approval.
    - Changes made: 4/26 meeting minutes still need to be approved
    - 6/2 minutes still need to be approved

MOTION WAS MADE BY MICHELE BUTLER AND 2ND BY LORRAINE ILSLEY TO APPROVE THE MINUTES AS AMENDED. VOTE WAS UNANIMOUS TO APPROVE.

ITEM II. Owner Discussion **Mike Coscia**

- The floor was opened for discussion by owners in attendance.
    - Marianne Mullin asked about the issue with the hot water. Jake explained that the oil safety valve needed to be replaced.
    - Marianne Mullin asked about the fire evacuation policy that she asked to have drafted.
    - Ann Velenchik asked that the doors in the lobby restrooms be unlocked. The Board explained the reasons for keeping the bathrooms unlocked
    - Bernie Cornell discussed the proposed flag policy
    - Joy Wowk asked about clear directions for garbage removal
    - Amy Poe asked about her awning request - it was explained that it is not recommended to fasten anything to the roof or siding, and the Board is looking into a gutter system for water mitigation. SPS will provide recommendations for resolving water mitigation issues.
    - Mike Abbott thanked the board for letting the Rett's Roost event use the Garden Room

- Mike Abbott asked about getting a pro-rated refund for his storage unit. Rules do not allow for a refund
- Multiple owners expressed support for tennis court repairs
- Multiple owners had concerns with cleaning interior hallways.
- Multiple owners had concerns with laundry room equipment (money machine and dryers)

ITEM III. Treasurer's Report **Tom Tremblay**

- We are 2 ½ months into current fiscal year - not many unexpected projections at this time
    - Landscaping and snow removal - $14,000 spent so far which is tracking higher than projected due to the timing of the spring cleanup occurring after the start of the new fiscal year
- HOA fees are being paid very promptly and a number of owners have paid a year in advance
- 2 owners have not yet paid 7/1 invoices
- Account balances:
    - Operating - $183,000
    - Additional $50,000 has been moved from operating into money market to gain interest
    - Assessment account - $23,000 (to be used on items that could not be completed last year)

ITEM IV. Property Manager's Report **Ed Chamberland**

- C4 update - rotted vertical supports have been replaced; rusted and corroded joist hangers have been replaced; 3rd floor deck has been replaced; stairs leading to Locust Grove will be addressed as last item of this first phase of C4 repairs; roof work and repair will be addressed in next phase
- Elevator - parts are difficult to find and we should be looking at modernizing elevator and bringing it up to current code requirements. Current estimate is for $140,000
- Electrical in storage units - a few still remain to be disconnected
- Boiler/hot water - monitoring devices installed and functioning. Hot water issues have been resolved
- Oil tank cleaned week of 9/15 - tank had water and contamination that built up over many years that is now cleaned.
- Alarm monitoring company has now been switched, which has resulted in great savings
- Parking lot sealing - potential for this year, otherwise in the spring
- Signage has been updated; large sign behind the pool has a broken post that needs to be fixed. It is a non-confoming sign that would require town approval to change
- 104 leak repairs are scheduled with a plumber
- Tennis court options - crack repair for $500; court expert suggested repair for $20,000
- SPS building analysis was completed and they are moving with Phase 2, which consists of providing cost estimates to address issues that were found

ITEM VII. Old Business **Mike Coscia**

- Gate for fire lane - nothing new to report
- Garage safety - rented by Louisa/Beachmere. Jake has spoken to Sarah (Louisa's daughter) about code issues with the garage. Potential to take a storage unit instead of the garage.

ITEM VIII. New Business **Mike Coscia**

- SPS update provided in property manager report. K. Degan requested a reserve study to address issues besides exterior envelope. Jake explained that SPS will include quotes received on other systems in Phase 2 reporting.
- Camera policy
  - MOTION WAS MADE BY MICHELE BUTLER TO TABLE THE CAMERA POLICY. VOTE WAS 6 IN FAVOR (M. COSCIA, E. CHAMBERLAND, T. TREMBLAY, M. BUTLER, V. ZACCARDI, L. ILSLEY), 1 AGAINST (K. DEGAN).
- Rental policy
  - MOTION WAS MADE BY MICHELE BUTLER AND SECONDED BY TOM TREMBLAY TO RESCIND THE RENTAL POLICY PREVIOUSLY APPROVED IN FEBRUARY. VOTE WAS UNANIMOUS TO RESCIND.
  - There was discussion regarding receiving owner feedback on a new rental policy. The decision was made to send draft guidelines to HCOA attorney and seek input from owners via a survey.
- Flag policy
  - MOTION WAS MADE BY MIKE COSCIA TO TABLE THE FLAG POLICY. VOTE WAS UNANIMOUS TO TABLE.
- Tennis court repairs
  - The Board agreed to purchase material to fill cracks.. If a professional is not available, this will be completed by Jake. Dave Degan volunteered to do the work.
- Pool security
  - There was discussion regarding pool security and whether additional measures are required to keep unauthorized people out of the pool area.
- Elevator Upgrades
  - Elevator upgrades will be incorporated into SPS report

With no further items of discussion:

MOTION WAS MADE BY MICHELE BUTLER AND 2ND BY ED CHAMBERLAND TO ADJOURN THE SEPTEMBER 20, 2025 BOARD OF DIRECTORS MEETING AND MOVE INTO EXECUTIVE SESSION. VOTE WAS UNANIMOUS TO APPROVE.

Meeting adjourned at 10:46AM.

Respectfully Submitted,

Michele Butler

Secretary