Horizons Condominium Owners Association
Board of Directors Meeting Minutes
Saturday, April 26, 2025 │ 9:00 am

The Meeting of the Board of Directors (the "Board") of Horizons Condominium Owners Association (the "Association") was duly held in the first floor Garden Room and via zoom on April 26, 2025

There were present:

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

Constituting a majority of the directors and a quorum. Also present were:					
	Sharon Zaccardi		Michael Abbott Angela Pollino		Leslie Mandel (zoom)
	Leo Dunn		Amy and Brian Poe (zoom) Ann Gallagher		David and Cindy Barton

ITEM I. Approval of Minutes **Michele Butler**

- Minutes from the March 8, 2024 regular BOD meeting were presented for approval.

MOTION WAS MADE BY TOM TREMBLAY AND 2ND BY VINNY ZACCARDI TO APPROVE THE MINUTES AS PRESENTED. 5 IN FAVOR AND 1 ABSTENTION (M. BUTLER). MOTION PASSED.

ITEM II. Remodel requests

- No requests to consider

ITEM III. Owner Discussion **Kathy Degan**

- The floor was opened for discussion by owners in attendance.
    - Ann Gallagher requested rodent control measures at Cottage 3. Jake to obtain quotes for service as soon as possible for rodent control and masonry for the foundation.
    - Leo Dunn brought up slow drainage and the need to remind owners to check drains and use Drano product before closing up for the winter. Jake encouraged use of hot water and dawn to clean out garbage disposals. Board to send out yearly reminder to owners.

    - Cindy Barton brought up concern with trash being left on back porch. New signage to be put up to direct people to the dumpster and move the boxes of recycling to another location.

ITEM IV. Property Manager Report

- Jake presented the property manager report. Highlights include:
    - Boiler issues in the winter - quote for cleaning the boilers of residue and "sludge" which will help alleviate the issues of the boilers going down
    - Elevator recall test passed
    - Elevator being switched to digital phone instead of landline
    - Pool scheduled to be opened week following Mother's Day - chairs will not be put out until pool is swimmable
    - Washing machines do not take debit cards right now, but the machines will be upgraded; the company needed a software update
    - 211 window replacement complete
    - C4 mason scheduled for May
    - Large roofing projects - Jake still waiting on quotes

ITEM V. New Business **Kathy Degan**

- Leslie Mandel would like new lines and signage in parking lot and has offered to pay for the project - Jake got a quote for crack filling, sealing and line painting for entire parking lot - $10,000 when signage is included. One more quote is requested before moving forward. Project will be after summer, but signage will be updated before summer.

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

- Expenses projected to come in right on budget for current fiscal year
- Operating account balance - $163k
- Reserve account balance - $51k
- Assessment account balance - $23k
- 10 units still owe 4/1 fees
- Next fiscal year budget was presented - condo fees increasing by 16.5%
    - Major increase is for capital projects - $90k allocated for capital projects, increased from $30k this fiscal year
    - Position has been added for administrative support
    - Increases for fire protection and plumbing/mechanical

MOTION WAS MADE BY MICHELE BUTLER AND 2ND BY KATHY DEGAN TO APPROVE THE BUDGET FOR FISCAL YEAR 2026. VOTE WAS UNANIMOUS TO APPROVE.

ITEM VII. Old Business **Kathy Degan**

- Blink cameras will continue to be used
- Brenda Regan hired for part-time administrative support for the board
- 4/1 - new CPA to replace Kim to manage finances and transition to Quickbooks Online
- Garage safety - meeting to be set up with owner of garage

ITEM VII. New Business (Con't.) **Kathy Degan**

- Leo Dunn presented a suggestion that parking spaces closest to the building be reserved for owners only, and renters park behind the pool and in the lot off Cherry St., and brought up renters not moving cars during the winter for snow removal. Board discussion ensued on the parking suggestion.

MOTION WAS MADE BY TOM TREMBLAY AND 2ND BY VINNY ZACCARDI TO ACCEPT SUGGESTION AS PRESENTED. VOTE WAS 1 FOR (T. TREMBLAY) AND 5 AGAINST. MOTION FAILED.

With no further items of discussion:

MOTION WAS MADE BY MICHELE BUTLER AND 2ND BY KATHY DEGAN TO ADJOURN THE APRIL 26, 2025 BOARD OF DIRECTORS MEETING AND MOVE INTO EXECUTIVE SESSION.. VOTE WAS UNANIMOUS TO APPROVE.

Meeting adjourned at 10:30 AM.

Respectfully Submitted,

Michele Butler

Secretary