



**Horizons Condominium Owners Association
Board of Directors Meeting Minutes
Saturday, July 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 Garden Room on Saturday, July 26, 2025

There were present:

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

Constituting a majority of the directors and a quorum. Also present were:

	Kathy Sweeney and Linda Ho		Marie-Anne Ward Cindy and Dave Barton		Ann Howe Marianne Mullin
	Jodi Mooradian Michael Abbott Kathy Tremblay		Kim Ahlgren(via Zoom) Sharon Zaccardi		Dave Degan Terri Perlini

ITEM I. Approval of Minutes

Mike Coscia

- Minutes from the May 25, 2025 regular BOD meeting were presented for approval.

MOTION WAS MADE BY TOM TREMBLAY AND 2ND BY KATHY DEGAN TO APPROVE THE MINUTES AS PRESENTED. VOTE WAS UNANIMOUS TO APPROVE.

- Minutes pending approval – April 26 and June 2 BOD meetings

ITEM II. Owner Discussion

Mike Coscia

- The floor was opened for discussion by owners in attendance.
 - Wedding for Carey’s wedding(unit 306) was discussed. The Garden Room is reserved for their son’s wedding September 3 & 4 2026. 30 guests in attendance and parking was discussed and they are exploring options for shuttles to address any issues.
 - Marianne Mullin requested the BOD create a formal fire evacuation plan. BOD will explore this.
 - Terri Perlini raised a concern about a leak in her unit and the dampness in her pool house storage unit. Jake is aware and is working with the owner to resolve this.

- Jodi Mooradian requested the BOD look into the cost to repair the tennis court. Jake has a quote to do so for \$20,000. This project will be noted as something for the future due to budget constraints.
- Ann Howe inquired if anything will be done about the garden outside her unit(100). Jake is working to do as much garden work as possible based on the budget for this year. The BOD hopes to increase future budgets to incorporate more bed revitalization.

ITEM III. Property Manager Report

Ed Chamberland

- Ed reviewed repairs on C2 C3, C4 that have been complete
- Air compressor was replaced on the fire suppression system
- Fuel and oil storage tank is scheduled to be completed in the fall
- Oil burner monitoring system to be installed in the fall
- Two gas grills were purchased for outside the Garden room
- Ed also discussed the recent repairs on the fire suppression system

ITEM IV. Treasurer's Report

Tom Tremblay

- Tom Tremblay presented the closing of FY 2024
- Tom noted that the HCOA will have approximately \$ 40,000 surplus in the budget after all final bills are paid. This was primarily from the fire suppression line and the lack of contractors. The Deck line was impacted similarly as was funding that had been in place for the civil engineering survey. The contribution to capital projects also impacted this surplus. The BOD is going to determine what will be done with this surplus.
- Tom reviewed the following:
 - Operating Account and Petty Cash-\$219,349
 - Reserves-\$51,819
 - Assessment Account-\$23,784
 - Total Funds at Bangor- \$294,952
- Tom also noted he opened a higher interest savings account of \$123,000 at 3.25% interest
- Bank Loan balance is \$87,528
- Currently only 1 owner has not paid the 4/1 HOA fees
- 7 owners have not paid the 7/1 HOA fees
- Last quarter we collected \$600 in late fees for late payment of dues

ITEM VII. Old Business

Mike Coscia

- Ed reported-Garage Safety-Meeting will take place in the fall to discuss options for the garage

ITEM VIII. New Business

Mike Coscia

- The BOD is working on new signage for the pool and parking lots
- Brenda has resigned as the administrative assistant. Please send any questions or concerns to the Lookout Board or to Jake. The Board will continue to evaluate the tasks assigned to the administrative position for better efficiency.
- SPS has been retained to do a study on the building envelope to give the BOD a more complete understanding of leaks, age of roofs, siding, windows to develop a plan for correction.
- Parking Issues-Mike Abbott spoke about challenges on busy days to get parking due to unauthorized people parking in our lot. BOD will continue to explore corrective options.

With no further items of discussion:

MOTION WAS MADE BY TOM TREMBLAY AND 2ND BY ED CHAMBERLAND TO ADJOURN THE JULY 26, 2025 BOARD OF DIRECTORS MEETING AND MOVE INTO EXECUTIVE SESSION. VOTE WAS UNANIMOUS TO APPROVE.

Meeting adjourned at 10:20AM.

Respectfully Submitted,

Ed Chamberland

Vice President