

**Edgewater Condominium**  
**Board of Managers**  
**Monthly Meetings**

**Called to order by:** Jim Walsh

**Date:** Sunday, May 15, 2011    **Time:** 9:10 am    **Location:** Lakeside Lounge

**Members Present:**

X	Jim Walsh– President
X	Elmer Kaprolat—1 <sup>st</sup> - Vice President
Excused	Mark Johnston—2 <sup>nd</sup> - Vice President
X (by phone)	Jim Parks – Treasurer
X	Ann Carden—Secretary
Excused	Adele Harrington– Administrator
X	Gene Nicolas—Maintenance Supervisor

**Minutes from the Previous Meeting**

<i>Motion to accept:</i>	Moved:	Elmer
	Seconded:	Jim P.
	Approved:	Yes

**Maintenance Report – Gene Nicolas**

- Staff has mainly been doing lawn work.
- The staff has been trimming bushes in front of units; going to have to pull out a few more. Ann reminded him that Adele was supposed to call Westfield Nursery and Nick should coordinate efforts with her. Joan Morton and Janet Greene also suggested the following nurseries be contacted: Garden Wizardry, Mancuso's, and a nursery in Dewittville owned by the Cochran's (716-581-0681). Jim P. suggested that a planting plan committee be appointed to make recommendations to the board for the front of units and throughout the complex; Janet, Joan, Kate Markham and Jim W. volunteered. Janet pointed out that maintenance people need to water shrubs in front of units.
- The sand filter has been repaired and it has been roto-tilled and raked to make it fluffier.
- The fence in front of the dumpster came down; repairs have not taken place yet because the ground is too wet.
- Repaired a pipe break at the wastewater treatment plant caused by a rusted hole.
- Fixed "office" sign.
- Called Sears to repair wand nozzle on power washer; faxed to BLB to get check to Sears.
- All the cars stored in the rec room have been removed; had to charge batteries and jump to get cars out. The cars are tearing up the floor and also leaving oil spots; floor should be painted. Four cars are being stored at a rate of \$125 a season; this should be added to the June agenda for further discussion.
- Received a notice from John Deere regarding trouble with the gas mix in the leaf blower.
- Regarding Unit 601: Jim P. read an e-mail from one of the co-owners asking for a roof drainage specialist. Barber's crew came down, went on roof and said the problem was resolved; however, Nick said when he checked there was still a small leak. As of May 14, the problem has not been corrected; Jim P said we need to clarify that we have appropriate drainage sizes. Barber was contacted again and will prepare a bid for repairs. The co-owners' e-mails from May 4 and May 14 should be put on record and the co-owners should be notified of our discussion today.
- Nick has one bid to fix the drainage at both ends of G building (center and corner) and K building in front by the staircase and in back; waiting on a second bid from Barber.
- Jim W. brought up the issue of lawn mowing and Ann added comments she had received from residents; Kate brought up the bare patch in back of N building and suggested the staff just let it go natural.
- Ann asked about the status of the fire extinguisher covers; Nick has them and is waiting for fire extinguishers to be annually checked to replace.

- Ann asked whether Nick had called the town about big item pickup; he said no. The board stressed the importance of exploring this issue.
- Ann asked about the status of the abandoned boat; Nick said the owner has two units and rents in G building. Adele should send a notice to the owner. Elmer asked about additional boats and trailer at the site; Nick said he will look into it. Jim P. brought up the issue of stickers for boats and stressed that the board and administrator must keep on top of the situation; Ann will conduct an inventory soon.
- Ann asked if anything was done about converting the 50 cent driers to 75 cents; Nick said Patton Electric has to come for a repair and will bring the changer.
- Elmer asked if the fence was moved to guard the sink hole behind J building; Nick said yes.
- Ann asked if Nick had been getting the action item list since he seemed unaware of some of the tasks being followed up on; he said no.
- Elmer notified the board that he had heard complaints (second-hand) that a renter has been making. One of the complaints had to do with staff making unauthorized visits to the unit and invading privacy when there. Jim W. suggested that Adele start a log and staff record when they are in buildings. Ann brought up the topic of ID badges that had been included in the budget.

**Administrative Report** – Adele Harrington (absent)

**Treasurer Report** – Jim Parks

- Jim P. reported the net income is \$18,392.39.
- The projection May through December: income \$213,997.33, expenses \$219,552.38, net income \$5,765.
- Jim P. will send spreadsheet of projection for publication to website and newsletter.
- Joan asked about the balance sheet and whether late fees are reflected; would like to see separate line on balance sheet that reflects outstanding fees. She also expressed a concern that the outstanding fees would affect the marketability of properties; Jim P. said it doesn't affect marketability because it comes out of pocket of the owner, not buyer, when the property is sold. He said that foreclosure is an option, but is expensive and would reflect poorly on the association. He added that the most money involved for any one unit is \$6,000. Joan asked if the aging process can be made public. The board expressed a concern about publicly disclosing names, but said the documents were always available in the office.

*Motion to accept:*

Moved:	Elmer
Seconded:	Jim W.
Approved:	Yes

**Committee Reports**

- Personnel – Jim Walsh/Board of Managers
  - Still waiting on feedback from Adele on the new job description for administrator.
- Rules & Regulations –Ann Carden
  - Continuing to revise/update the rules and regulations.
- Buildings and Grounds— Elmer Kaprolat
  - Asked Nick to call power company about trimming trees around power lines.
  - Asked Nick to continue to follow up with Beauty Pools on the work that needs to be done.
  - Expressed concern that staff had kept pool area open.
  - Suggested we remind residents once again about grilling on patios; he witnessed renters in N building grilling on the patio and spoke to them about it. Joan volunteered to post a flyer on the bulletin board; Ann will design and forward.
  - Asked Nick about the water leak in basement of the pool building. Nick said it's still leaking when it rains; he has followed up with Gugino, who says he will come out in nicer weather. The board expressed concern over this hazard and said it needs to be fixed right away; Nick will call again.

- Social and Recreation— Jim Parks
  - Soup and chili potluck will be held today.
  - The paint used in the gym has been located and would be perfect to paint library area when other interior painting is done.
  - An outdoor clock for the pool area has been purchased; Nick was asked to figure out a way to hang it on wall so that it will be secure.
  - Next meeting is May 23 at 6:30 p.m.
- Reserves—Jim Parks
  - The reserves are still at \$25,000; any extra revenue should be put in money market.

### **Correspondence**

- Regarding Dean Crimm’s communication saying that BLB refused his monthly maintenance payment, Jim P. said no accounting firm would reject a payment under any circumstance; he added that if there was an issue, it was with the check clearing and the bank had not reported any issues with insufficient funds or checks not clearing.
  - Jim W. asked Nick if there was a reason why staff was not opting for direct deposit; Nick said they preferred checks.
  - Ann asked about automatic payment for maintenance fees; Jim P. said anyone can sign up with their bank for that.

### **Old Business**

- Ann asked about the status of replacing the roof on N building; Nick said the shop roof is bad, too, and possibly L building. Elmer pointed out that shingles will double in price in July; Adele will be asked to get quotes right away.
- Ann reported she had received a comment about the stair pad on F building being slightly off. Nick said Jim Alexander is coming over to look at the office stairs and will have him look at it.
- Re: signage, Bob Morton said he had discussed the issue with Mark and that numbers were better than letters. Elmer will review each building to determine the best place for the signage.
- Jim W. urged Nick to install the beach stairs and make any repairs.
- Ann brought up status of insurance and sharing the information from Grimaldi with homeowners; suggested it be put on the agenda for the annual meeting.

### **New Business**

- Ann said she had received a comment about the possibility of marking mailboxes with unit numbers; the board didn’t feel it was appropriate and should be left up to the homeowners.
- One of the residents mentioned that one of the big mail boxes by M building has an open door that birds are nesting in. Adele should call post office.

**Next Meeting:** June 12, 2 p.m., Lakeside Lounge

**Next Homeowners Meeting:** June 12, 4 p.m., Lakeside Lounge

**Motion to Adjourn:** Elmer moved, Ann seconded, approved

**Time:** 11:56 a.m.