

Edgewater Condominium Association  
Board of Managers March 30, 2019 Meeting  
Secretary's Report

The meeting was called to order at 9:00 PM by President Jeff Hoy. Board Members Tony Cascio, Lee Davies, Debbie Ferris (via GoTo Meeting), Jeff Hoy (via GoTo Meeting), and Ruth Schauer (via GoToMeeting) were present, along with Rick Clawson, Administrator. Guests at the Meeting were: Kim Alonge (1004 online), Jeff & Laura Beach (1007), Dick Davies (704), Norm & Marilyn Gollnitz (1002), Janet Greene (904), Bill Horn (509 online), Lee Jette (1207 online), Sylvia Rowe (1007 online), and Mike Stratton (contractor for Beach).

**OPEN FORUM FOR GUESTS.**

Marilyn Gollnitz stated that she had received a request from Collen McCarthy to donate a refrigerator and stove to the Pool Building. The Board considered this request and has no opposition. Rick will coordinate the installation of the new appliances.

**MINUTES FROM PREVIOUS MEETING.** The February 2019 Secretary's Report was approved as submitted, following a motion from Ruth Schauer and second from Debbie Ferris.

**TREASURER'S REPORT/RESERVES.** The February 2019 Treasurer's Report was approved, following a motion from Tony Cascio and second from Lee Davies. Debbie also advised that the annual Engagement Letter (defining the services of the firm and the fees associated with those services) was received from our CPA firm, and was signed and returned to them.

**ADMINISTRATOR'S REPORT**

Unit Checks. The maintenance staff has been routinely performing checks on unoccupied units whenever the temperature drops below 20 degrees for a sustained period of time. This is to ensure units are properly heated and no damage has occurred.

Children's Pool. The small children's pool has damage related to the pump and water lines. Various methods to deal with this and restore the pool have been explored over the past 2 years. The Board will be looking at the cost of these repairs and the disruption to the entire pool area, versus re-purposing this space to expand the enjoyment of the pool area for all residents.

Wind Damage. Damage from the high winds this past month was minimal. The community lost power for a brief period of time due to a downed tree on Rt. 5. A tree in front of the Office also had to be removed due to damage.

Town of Westfield Electric Department Project. The Town Electric Department will be performing some work to move their power lines from the East side of our property to the West side. Rick is working with the Department during this project, and will keep the Board informed of its progress.

BOCES Intern. A BOCES Intern is being hired for the months of May and June, to assist with mowing and other maintenance responsibilities.

Lounge/Laundry Entry Damage. Rick stated that the blocks at the entryway to the Lounge need to be replaced and restored, and also that the door needs to be replaced. The Board approved this action.

Mail Boxes. The mail boxes are beginning to show their age, and some are leaking. The Board has looked at the cost to replace the boxes, and has decided to first seal them to see if that will rectify the problem.

Paving. We anticipate an early beginning for the paving projects for this Summer. Buildings K, L, M and N will be done this year. Residents will be notified in advance of the commencement of these projects.

Drainage. The Board is soliciting proposals for remediation of the drainage issues around Buildings J and K, as well as around the Office. This work is expected to be performed over the Summer months.

## **COMMITTEE REPORTS:**

Landscaping. Janet Greene, Chair, reviewed the Landscaping Committee proposal for 2019 with the Board.

Rules & Regulations – Rental Rules Change Discussion. As discussed at the last meeting, the proposed Rental Form needs several changes to comply with our Declaration, and also to clarify certain items. Also, as discussed at the last Meeting, some changes to the Leasing of Units Rule need to be made. Ruth gave a brief presentation outlining these necessary changes. The changes were discussed and will be presented to the Board at the next meeting by Tony Cascio and Ruth Schauer.

A letter from Kitty Crow, Director of Finance for Chautauqua County was reviewed. This correspondence set forth the County's position on short-term (less than 30 consecutive days) rentals in Chautauqua County as they relate to the Chautauqua County Occupancy Tax Law. Attachments were provided of the necessary registration form and tax return information, as well as the letter of registration requirement compliance and consequences for non-compliance that is sent by the County to those not renting legally within the constraints of the Law. The Board decided to make all owners aware of the need to comply with County Law in these situations, and to make these forms available to them. This information will also be included in the April Newsletter.

Ms. Crow will be invited to a future meeting for the purpose of explaining and discussing the County Occupancy Tax Law as it applies to those owners at Edgewater who are seeking to rent out their units for profit on a short-term basis. Ms. Crow will also be available to answer questions from all residents, and to give some insight as to how the County uses these taxes to benefit the lakes and waterways in the area, as well as to promote tourism and jobs in Chautauqua County.

## **OLD BUSINESS**

Pond Fountain. A contractor has been secured to perform the electrical portion of this project and is scheduled to begin work in April. The Board hopes to have the fountain installed and operational by May.

Nominating Committee. Jeff Hoy is compiling a list of names for membership on the Nominating Committee. This Committee needs to be in place at least 2 months prior to the Annual Meeting, which is June 9, 2019. Once the Committee is established, a list of the Members and Chair will be distributed, so that all potential nominees have an opportunity to submit resumes in a timely manner.

## **NEW BUSINESS**

Beach Request to Upgrade Enclosure and Windows. Jeff & Laura Beach, along with their Contactor Mike Stratton requested an upgrade to their existing lakeside enclosure, as well as replacement of their roadside windows. All documentation and engineering reports were received and reviewed by the Board. The Board voted to approve this request on a motion by Lee Davies and a second from Tony Cascio.

## **OPEN FORUM FOR GUESTS.**

Janet Greene reiterated her request that all equipment in the work-out area be documented and researched in terms of functionality and ownership. The Board approved her request to begin this process. The Board will also research possible concrete treatments for the floors of the entryway, gym and laundry facility in the Lounge building. Jeff Beach commented that the heating registers in the Lounge need replacing and many are non-functional.

**All residents are invited and encouraged to attend our monthly Board of Manager's Meetings. Residents attending will be asked to sign-in. Anyone requesting an opportunity to speak during an Open Forum will be asked to also state the topic of their presentation. Residents are asked to refrain from interruption while another resident has the floor, and to contain themselves to the topic of their presentation**

**NEXT REGULAR MEETING.** April 20, 2019 at 9:00 PM in the Office.

**ADJOURNMENT.** The meeting was adjourned at 10:35 AM, following a motion by Tony Cascio and second from Jeff Hoy.

**EXECUTIVE SESSION.** The Board went into Executive Session after the Meeting, but did not take any action on business

Respectfully Submitted,

Ruth E. Schauer  
Secretary