

**September 2020 Secretary's Report**  
**Edgewater Condominium Association Board of Managers**  
**September 24, 2020 Monthly Meeting**

**\*Call to Order:**

- The meeting was called to order at 07:02pm (Online GoToMeeting) by Lee Davies, president.

**\*Members Present:**

- Lee Davies, Colleen McCarthy, Lee Jette, Kimberly Alonge, Suzanne Krzeminski, Rick Clawson, Manager, and 6 homeowners were present via GoToMeeting.

**\*Open forum for Guests:**

- No comments.

**\*Treasurer's Report ending 8/31/20:**

Lee Jette reported that for month ending August 31, 2020, with \$188,755.00 cash now and will have \$201,700 by years' end if all expenses continue as forecast. The report also showed six owners over 90 days with HOA fees. The treasurer's report was approved following motions from Kimberly and Suzanne.

**\*Secretary's Report:**

- Motion to approve the August 31, 2020, Secretary's report from Colleen and Suzanne.

**\*Manager's Report:**

- **Gutters, Downspouts and Leaf Guards for the C Building:** Gutters, downspouts, and leaf guards will be installed in October, which is the earliest the contractor can get here to do the job.
- **G Building Repairs:** The repair and repainting are complete.
- **D & F Building Updates:**
  - A proposal from Miller Construction was received. The estimate was for \$15,000 per building to fix the water issues and deemed too high and not even an option to consider.
  - Lee D. suggested we seek more proposals from local contractors, including those from the Amish community.
  - Lee D. also suggested we purchase a short-term insurance policy for these contractors to do the repair work. We have only asked contractors (3) that already had the insurance coverage to work here, but perhaps with Edgewater purchasing a short-term policy, we can solicit additional proposals from contractors who do not already have the insurance policy required to do the repairs.
  - It was also suggested that a Flex Seal be sprayed from the wall to the floor of the upper deck; Rick confirmed that it had already been done but did not seem to help. It was then suggested that plastic tarps be draped across the deck of #409 to cover the problem area so no water gets in. Rick will check with the owner of #409 to see they agree we move ahead with this.
  - Suzanne asked if we could hire an Engineering firm to assess all of the major needed repairs. Rick will contact the Engineering firm to come in and take a look at the buildings.
- **H Building:** Norm Leamer completed repair, scape, and paint on this issue and it has been completed.
- **Joe Johnson Pool Certification:** Joe is completing a Pool Certification course on 9/24 and 9/25 to which he will then become certified to plan for and maintain our pool needs. This is an excellent benefit to our crew and community. Thanks to Rick for finding and pursuing this course for both Joe and our community.
- **Snowplow/Gator:** Rick reported that the old snow blow is broken, and the part needed for the plow are no longer being manufactured. The plow was purchased in 2013 and appropriately stored when not in use. The plow was going bad last year and there was much struggle with it to fight the amount of snow received last year. Much discussion was had regarding the replacement cost that Rick had provide to the Board. Some Board members felt that they needed more information in order to approval the purchase. Other Board

**\*Manager's Report: (continued)**

members felt that Rick, with his knowledge and experience, was justified in his recommendation. Rick explained the three quotes received: 1. LandPro is a John Deere Dealer and the cost of the hydraulic plow is \$3,500; this is a local company in Clymer, NY. 2. Auto Master Paint & Body Works quoted a Boss 72" blade for \$4,60 plus tax. 3. Forest Park Garage/Fisher Engineering Fisher Strong Lift, out of Erie, PA, was quoted at \$3,800 plus tax. Rick explained why he recommended option #1 – the LandPro purchase. He reported this type of plow was hydraulic, where others were not. When a plow is not hydraulic, the driver must get out of the cab, adjust the blade, and then return to the cab and continue to plow. This becomes nearly impossible when the snow is piling up faster than can be kept up with due to the time spent having to get out and adjust the blade. Rick also noted that it was much more convenient to deal with a local company. It was agreed upon by all Board members that a replacement was needed and determined going forward that all information will be presented to the Board as to have the information needed to approve a recommendation. The Board asked for the replacement plow to be stored inside when not in use. The motion to approve the option #1, recommended by Rick, was made by Lee J. and Kimberly.

**\*Committee Reports:**

• **Beautification Committee:**

- Janet reported that with help from Joe, the rose bushes have been trimmed back, treated for disease where needed, and prepped for winter. She also is in process of completing the work for the community garden at the K/L building. The horsetail weed Janet reported at the May 30, 2020 meeting, is now being treated and treatments are working. Janet thanked the Board for approving the purchase of materials to fight this invasive weed. The Board thanked Janet for her efforts and time with making our community look so beautiful.

• **Firepit Committee:**

- Lee J. reported the Firepit is ready to open. Lee J. asked if pavers were to be set before it opened for use or if it was alright to open as it is currently in place. It was determined that placing pavers will wait until the Firepit has a chance to settle and then they will be installed. Lee J. asked to "christen" the long-awaited opening of the Firepit on Friday evening in a "Winey Wednesday" format. Kimberly asked about rules and signage, which was recorded during the May 30, 2020 meeting, before it could be used. There were concerns brought up about gathering and social distancing restrictions. Lee J. stated that he would monitor the attendees for rules, social distancing and face mask requirements, which are all required by NYS and Chautauqua County. Rick stated he would provide rules and post them before the opening scheduled for Friday.

**\*Old Business:**

- **N Building Deck Replacement:** This project will not be done by the end of 2020 and is slated to begin first thing in Spring 2021.
- **Exercise Room:** Due to the COVID restrictions set forth by NYS and Chautauqua County of inspections, proper filters, sanitization, moving of equipment, the exercise room will not be open until restrictions are lifted. There is no date for this, and the exercise room will remain closed indefinitely.

**\*New Business/Correspondence:**

- **Incident Tracking:** The incident tracking sheet has been implemented and shared by Rick. Suzanne asked that going forward it be included in the Office Manager's monthly report.
- **Parking Stickers and Parking Signage:** Colleen prepared some examples of stickers and shared them with the Board. The final sticker will be generic in that it will not identify a specific location, but yet will be recognizable to residents. Lee D. remarked it will be much like an oil change sticker in size and style. All residents' vehicles must display a sticker, as well as 30-day temporary renters. All vehicles must be registered with the Office. Rick noted that progress has been made with unregistered vehicles. Those vehicles have either been corrected or moved and considers the initial complaints resolved.

**\*New Business/Correspondence: (continued)**

- **Laundry Equipment:** Suzanne sent the Board information on the current service. She reported that we are on an auto renewal and we currently are in a 7-yr contract; next year will be the 3<sup>rd</sup> year of the current contract. Regarding any maintenance issues, such as the reports of stained clothing, the company found nothing for “tickets” put in, from residents, for any issues. The representative encouraged us to call the number on the machines to report issues. These issues need to be documented. Photos can be sent to the company regarding issues such as the stained clothing. Residents are encouraged to send photos and information to a Board member so we can then channel it to the proper place, but please do call the number on the machines if you have any issues. Rick will place how to report an issue in the October newsletter. Suzanne noted the representative she spoke with was very helpful.
- **CPA Proposal:** Suzanne sent Board members the proposal from the CPA firm she contacted. Though the pricing was lower than our current CPA, she will review the content of each to compare the services. It was noted that we do not have an issue with our current CPA firm.
- **Vending Service:** Suzanne reported that we can place a beverage vending machine in the pool house and Lee D. suggested a second location outside the exercise/laundry entry. It was noted that any issues, such as freezing weather, is all on the vendor and we are not responsible for repair or replacement if this occurs.

**\*Open forum for guests:**

- **#1002** – Norm G. asked Rick what would happen if the snowplow/Gator was not replaced and if an outside service could take care of the needs of the snowplow. Norm also stressed for people who do not live here all year, it may be hard to understand the importance of having that snowplow/Gator functioning at 4:00 AM in the morning when snow needs to be moved in a snowstorm. Rick stated that the outside service plows will only plow with a minimum 4” of snow and that is only the driveways/parking lots. The plows of an outside service cannot get between cars, as the Gator does. In addition, Rick uses the Gator to clear the exit road as soon as needed and he also knows which residents need to be cleared first to be able to leave for work. Our outside plow service would not do what we do with the Gator.
- **#509** - Bill H. commended the Board for the idea of using a tarp for the D/F building water issue but questioned how it was going to be attached. We have extreme wind here often and how would we secure the tarp to withstand the winds.
- **#1306** - Susan M. thanked Janet for her hard work and for “keeping a beautiful breath of fresh air” for us to enjoy. She also commented on the parking sticker design and suggested that no identifying information, such as the Edgewater name or address, be imprinted on the parking stickers. In addition, she asked the Board if the beverage vending machines would produce vandalism problems. She reminded residents that some laundry problems could be from whatever was washed in the machine prior to your laundry. Susan also would like to see the CPA be kept local as possible, as it is now. She also thanked all Board members for their work.
- A general “safe travel back to winter homes” wish and “stay safe when you return” wish was sent to all.
- Lee D. also reminded residents returning to their summer homes to check smoke detector batters before you leave.

**\*Next Meeting:** October 31, 2020 at 11:00 AM (online; GoToMeeting)

**\*Executive Session and Adjournment:** The meeting was adjourned at 8:17PM a following motions from Suzanne and Colleen, where the Board moved to Executive Session. No action on business taken in executive session.

Respectfully submitted,  
Kimberly A. Alonge, Secretary