

Main Street Square Condominium Association

Board of Directors Meeting

Tuesday, November 5, 2013

At the Home of Ron Geddish

1. CALL TO ORDER

Meeting called to order at 6:30 pm

2. ROLL CALL

Board members in attendance: R. Geddish, J. Myer, K. Liethen, Y. Staples and S. Miller;

Management Company: D. Micallef; Attorney: C. Semchena.

3. REVIEW/APPROVAL OF PREVIOUS MEETING MINUTES

For the meeting of May 5, 2013; R. Geddish made motion to approve. K. Liethen seconded. All were in favor of accepting the minutes.

4. REVIEW/APPROVAL OF THE FINANCIAL STATEMENTS

R. Geddish made a motion to approve the May 2013 through September 2013 financials. S. Miller seconded. All were in favor.

5. BOARD OF DIRECTOR VOTES VIA E-MAIL (adopted into the minutes)

BOARD OF DIRECTORS VOTES VIA E-MAIL (ADOPTED IN THE MINUTES ON November 5, 2013)

05/16/13-Approved WOW cable Right of Entry Fact Sheet/Attorney Review Right of Entry Fact Sheet and Grant of Easement Agreement and report to the board.

05/20/13-Approved invoice from attorney in the amount of \$1781.25

05/23/13-Approved alt/mod for new storm door at 152 Allenhurst.

05/28/13-Approved payment to C&L Chimney the amount of \$15096 as final payment of chimney rebuilds.

06/13/13-Approved 5% HOA Dues Increase beginning for the 2014-2015 period.

06/25/13-Approved Motion to rescind previously passed motion of Nutone Intercoms and repair Intercom at 1314 S. Main.

06/26/13-Approved alt/mod for 8 new windows at 1303 S Washington & 2 new windows at 1301 S Washington.

06/26/13-Approved admission of Stephen Miller to the Board of Directors to replace Bryan Cooley.

07/02/13-Approved bid from Sue Grubba dba Creative Scapes to install flowers & materials on the Finger Islands near Main and Kenilworth (near Steve Miller's unit) at the quoted price of \$570.00

07/11/13-Approved bid from U&S Paint to sand & prime rusted areas on surface of garage doors & paint 90 single garage doors & surrounding trim: \$8550; 26 double garage doors & surrounding trim: \$2860; 8 garage's surrounding trim only: \$400 (there are 8 garage doors that are new and do not need painting). Total bid: \$11810. Conditional upon receiving & approving by Ron the list of the 8 addresses of the new garage doors that will not be painted.

07/18/13-Approved motion to complete the Front Porch, Railing, Tuck Point & Concrete Repairs as listed below for a cost of \$28,000 (Note the total Repairs Listed Below of \$32325 has been reduced to \$28000) by C&L:

5 porches that need to be re-built on this list.

1306 S. Main Street

119 W. Kenilworth

147/149 W. Kenilworth

157 W. Kenilworth

Total Cost - \$9,250.00

36 rails that need to be done

Total Cost - \$9,000.00

7 concrete repairs

131 W. Kenilworth

170 Allenhurst

1304 S. Main Street

1308 S. Main Street

1318 S. Main Street

1326 S. Main Street

1348 S. Main Street

Total Cost - \$875.00

44 porches to be tuck pointed

Total Cost - \$13,200.00

07/21/13 - Approved alt/mod for replacement storm door at 178 Allenhurst.

07/22/13 - Approved two bids from Landscape Solutions in the amounts of \$4,985 Cobblestone Installation of Main Street to alleviate the soil erosion & \$3,840 Mulch Installation/80 years throughout the complex. Total: \$8,820.

07/23/13 - Approved alt/mod to 240 electric power installation by qualified electrician for electric car recharging at 173 W. Kenilworth.

08/14/13 - Approved bid from Landscape Solutions in the amount of \$4,025 for landscape improvements in both the Main Street & Washington Ave Walkways which removes, replaces dead shrubs with alternate plantings, moves existing shrubs to a new location and to spray round-up to kill the "Snow on the Mountain" groundcover as it will eventually choke out and kill what is planted there. Keep the small section of "Snow on the Mountain" groundcover that exists outside the walkway that is growing around the tree on the Washington entrance as there is no other plantings that can go in this area because of the tree rooting system - otherwise this area would be bare. In addition minor landscaping repairs in the amounts for \$165 & \$105.

08/28/13 - Approved the following additional landscaping improvements totaling \$11,860 based on recommendations from our Landscape Designer Sue Grubba -

1) Additional cobblestone is needed on Main Street in a few areas where cobblestone was installed to divert water into other areas to correct soil erosion - \$1,675.

2) Two pine tree beds that are bare have no existing plant material - the improvement will add color and cover the utility boxes. The first area is located near the corner of Kenilworth & Main between where the arborvitaes & the junipers are located and the second area near the corner of Allenhurst and Washington - \$975

3) The four corners will be completely redone - by removing all the dying shrubbery and replacing with low maintenance Emerald Spreader Yews - \$9,200. Additional color perennials will be added next year.

09/24/13 - Approved additional porch rebuild at 143 Kenilworth in the amount of \$1,800 – C&L

09/30/13 - Approved motion to increase the advance from the 2014 Landscaping budget from the previously approved \$1,695 to \$3,604 as follows:

Two increases below were NOT approved by the BOD as follows (We request that the management company seek approval in the future on budget overruns PRIOR to approval - it was made very clear in the 8/28/13 BOD landscaping improvements vote approval that the 2013 landscaping budget was exhausted. The final outcome of the landscaping improvements looks great - however, the BOD must be consulted prior to budget overruns).

\$1,094-Mulch - Approved \$3,840 - Invoice \$4,944

\$ 500-Main & Washington Walkways Upgrades - Approved \$4,295 - Invoice -\$4,795

The following increases were approved:

\$ 250 - 4 Outer Perimeter Corners Removal of Dead Shrubby/Replace w/Emerald Spreader Yews - Approved \$9200 - Invoice \$9450

\$ 65 - Pine Tree Bed Improvements Kenilworth at Main, Allenhurst at Washington

\$1,909 - Total Increase in Landscaping Costs

\$1,695 - Advance from 2014 Landscaping Budget per 8/28/13 BOD approval

\$3,604 - Updated: Advance from 2014 Landscaping Budget

R. Geddish made a motion to accept all items approved via e-mail into the minutes, K. Liethen seconded. All were in favor.

OLD BUSINESS

6. RESIDENT ISSUES

Glieberman – 112 Georgetown Sq. South – 2 dogs

Present were: Lindsey & Loni Gliberman and their attorney H. William Freeman; the purpose in their attendance is to request an exception to the regulation that only one dog is allowed. They would like to request that the Board of Directors approve for them to keep the two dogs with the provisions as stated in their letter of September 13, 2013: Keeping the blinds closed, crating the dogs, working from home, taking the dogs out separately, etc. They stated that during the winter (12/15-5/01) they do not reside in their unit and that they are only at the property 30-60 days during the summer months.

There was general discussion regarding what the complaints consisted of and the co-owners offered several ideas to resolve the issue. Per the discussion, the most important issues to be resolved were (1) to take the dogs out separately prior to 7:30 am and after 10:00 pm (2) that they agree to keep their blinds closed, (3) to make sure that they clean up after their dogs.

C. Semchena suggested that the Board of Directors be willing to take on the exception as a temporary exception for one year with conditions that they proposed. If after a year there are no issues, then re-visit the exception and possibly extend it for another year. It was also stipulated that the concession to allow two dogs is only for these two dogs. Once current dog passes, a new second dog will be not be approved.

S. Miller made a motion to allow the exception for two dogs with the agreement that it is a temporary exception for one year, it will be revisited in one year and that the proposed measures be taken to ensure compliance provided per Lindsey Gliberman's letter be followed. R. Geddish seconded. All were in favor.

NEW BUSINESS

7. WOW CABLE

Fred Cohen & Joe Stubblefield were present from WOW Cable.

C. Semchena explained these are common agreements – one for the Grant of Easement and the other for the Right of Entry. The agreements are for 10 years and have an automatic renewal without termination provision. It indicates that if they disrupt or damage anything, they will restore it to the original condition. WOW explained how they bring cable to buildings and that they try to follow the Comcast or other cable lines. They would use directional boring, have start and end "hole" and there is no drilling into asphalt. S. Miller will act as liaison. The boxes will be established as close to the existing boxes as possible. The lines are already pre-run into each building and WOW would not come into building until it is ordered by a co-owner. A question was raised by R. Geddish: At the point in time of the signing of agreement, if it becomes too disruptive, can the agreement be terminated? The answer was that there is no provision, but we can put in language into the contract.

The Board of Directors discussed the issue and stated that there are advantages of having another cable company come into the community – provides a cost alternative, a possibility of better customer service, an option other than Comcast.

R. Geddish made a motion to approve the contracts with the option that if we feel there is too much damage or it is too disruptive, we can back out. J. Myer seconded. K. Liethen & S. Miller in favor. Y. Staples voted against approving as she did not have enough information.

8. RESIDENT ISSUES

There are two current issues regarding carpeting in the Terrace Units. C. Semchena explained the bylaws regarding the terrace units and the Board of Director's stance on enforcing the bylaws by installing carpet prior to a closing or to set up an escrow. He suggested that the Board make a motion to adopt a resolution to have a carpet agreement. D. Micallef read a letter from Tami Tranter, the owner at 1311 S. Washington

that was directed to the Board of Directors prior to her attendance at the meeting. This allows the letter a matter of record. General discussion followed regarding the types of flooring and new techniques.

a. Zoller - 1315 S. Washington - C. Semchena spoke with Howard Zoller, father of the current resident, prior to the meeting. He was able to come to a resolution prior to the meeting. The owner was given the option of installing the carpeting prior to closing or to set up an escrow for \$2,000. The escrow would allow the new co-owner 60 days to install carpet. R. Geddish made a motion to accept the agreement to allow the seller to set up an escrow for \$2,000 and the new owner will have 60 days to put in carpet. S. Miller seconded. All were in favor.

b. Tranter – 1311 S. Washington – Co-Owner and her attorney arrived at 7:35 and stated their case. They have asked for an exception to the no carpeting in the Terrace units based on the fact that the co-owner had no guidance from anyone due to purchasing her unit through foreclosure. She purchased her unit in January 2009. The ceiling, floors and subfloor under carpet all needed to be repaired and/or replaced; she was never told that there were restrictions. If she had known that there were restrictions for hard wood floors, she would not have put them in or would have corrected the matter sooner. She was not made aware until after she had put her unit up for sale and was a prospective purchase. She feels that she had inappropriate notice by not having bylaws and that possibly there are some selective approvals with prior sales. She has been in her unit for five years and there have been no problems in that time. Contractors were in unit and no mention of hardwood floors not being allowed.

She would like an exception based on these facts and stated that the hard wood floors are a condition of the sale of her unit.

C. Semchena stated that on page 25 of the bylaws there is a provision regarding turning over the bylaws. To paraphrase, it states that not receiving a copy of the Master Deed and Bylaws of the Association upon purchase does not relieve the purchaser of his/her obligations to comply. T. Tranter and her attorney were thanked for coming and it was explained that the Board would discuss the matter further and a decision would be provided to them.

The Board discussed the matter upon their departure – C. Semchena suggested the Board of Directors offer two options - (1) the option of an escrow of \$2,000 and carpet is required to be installed within 60 days or (2) The purchaser agrees to have area rugs put down, upon any complaints from the unit below regarding noise transfer, the co-owner would need to install wall to wall carpeting. In addition, the new owner agrees that upon the decision to sell their unit they would install wall to wall carpet.

R. Geddish made a motion to offer two alternatives. S. Miller seconded. All were in favor.

9. CONTRACTOR ISSUES

Contractor Issues

- a. C&L Chimney – porches, railings & tuck-pointing update – D. Micallef gave update stating that there is one porch remaining to be completed. They are tuck pointing as they re-build the porches and are half-way through the tuck pointing. The rails are all completed on the porches that were re-built and they will begin on the remaining railings the week of November 11, 2013.
- b. Gutter Cleaning – R. Geddish made a motion to accept the bid for Major League Gutter if they will reduce their price by \$200 to make the contract \$2,200 and that they will not do the work until the week of December 2, 2013 – December 5, 2013. Y. Staples seconded. All were in favor.

10. Landscaping/Snow

- a. 2013/2014 Contracts - S. Miller will be the liaison again this season. He has reviewed and will forward information to the Board of Directors. The Board of Directors will then vote via e-mail.
- b. Burlap & Spraying - D. Micallef to obtain more information and recommendations from S. Grubba and forward to the Board of Directors. The cost is \$2,000 for silk screening, \$400 for spraying of no-wilt. The Board of Directors will then vote via e-mail.

11. Resident Issues

- a. Brian Turner – 144 Allenhurst – garage door – D. Micallef explained that the co-owner would like to have his garage door replaced. He feels that by painting the garage door, his warranty has been voided. R. Geddish has made motion to deny his request. S. Miller seconded. All were in favor.
- b. Gas grills – IPM to be sure the propane tanks are removed. R. Geddish made a motion to table the topic of the gas grills until the next meeting. S. Miller seconded. All were in favor.

- 12. 2013/2014 Budget – adjustment – R. Geddish made motion to reallocate \$28,000 from roofs/gutter replacement to the replacement reserve funding. S. Miller seconded. All were in favor.

13. Updates/Discussions

- a. Speed bumps / Signs – Micallef gave information to S. Miller to review. He will review and the other Board members. Topic was tabled until next meeting
- b. Paver Project - S. Miller met with new contractor to fill cracks and complete seal-coating; He was given proposals; S. Miller would like to have cracks filled this fall; cost is \$500. R. Geddish made a motion to accept. J. Myer seconded. All were in favor.

14. Other

FOR THE GOOD OF THE ORDER

15. Next Meeting time, date and location To Be Determined

16. Adjournment - R. Geddish made a motion to adjourn the meeting at 9:14. S. Miller seconded. All were in favor.