

Main Street Square Condominium Association Board of Directors Meeting (via Zoom) November 5, 2020 5:13 PM

Minutes

- I. Attending: Adam Rusinowski, Harry O'Neill, Yana Staples, and Alexandra (Ali) Iaquinto
- II. Invoices
 - Latest Continuum invoice from 10/20
 - Already approved and JBC notified
- III. Continuum
 - Question from Stephanie regarding their general contract
 - Adam believes it is done this year and they will have to submit a new bid next year
 - Ali requests multiple bids be requested for lawn/landscaping next year, Yana agrees
- IV. Condition of Trees – Black Spots on Oaks
 - Follow up from Kelly that day – she made contact with the Arborist and they (Advanced Arboriculture) will be sending an estimate for fertilization, which will include for tar spot on the maples, over the winter, and to be applied in the spring.
 - Ali emailed co-owner who brought the spots to the BOD's attention with the update
- V. Balconies
 - One balcony approved earlier in the day due to terrible condition. Total replacement needed.
 - Discussion on whether to commit to 12 balconies next year due to COVID delay this year. Commitment would save \$1200 total.
 - BOD approved the commitment to repairing 12 balconies in 2021. Ali will follow up with JBC to let them know the decision.
- VI. Concrete Repair
 - Discussion on repair of concrete porches and sidewalks
 - Repairs are generally not absolutely necessary next year. Will try to hold off due to allocation of money to balcony repairs which is more urgent
 - If anything comes up, the Reserves can be tapped (minimally)
- VII. Winter Reminders
 - Pipes
 - Concern about pipes bursting leading to costly repairs and increase in insurance premiums
 1. BOD will include reminder about turning water off and letting faucets run if going out of town for long periods of time this winter
 2. More Winter reminders to follow – plow trucks and parking on the street, general snow removal procedures, etc.
- VIII. Missing Grass
 - JBC is aware that next year there are areas where grass needs to be replaced

- BOD has had a few emails about missing grass and let the co-owners know it will be handled next spring
- IX. General Landscaping – Beautification Committee Meeting with Creative Scapes (“The Sues”) on 10/23/2020
- Addition of pots on Allenhurst, Kenilworth, and Washington
 - The pots were added because the ground under certain trees (mostly the Maples) is not good for planting flowers directly into the ground. In order to add color, pots are the best option.
 - Due to COVID, The Sues suggested buying all of the pots (in total, 15) at once (due to possible shortage of pots next year because of COVID) and then adding them one street at a time per year.
 - BOD approved buying all of the pots this year, which will be stored by The Sues. BOD will table discussion of planting anything (and other landscape decisions) until next year.
 - Ali will inform JBC and The Sues of the BOD’s decision
 - Tree Removals
 - BOD reviewed bids from the Tree Surgeon and Tri-County to remove four trees this year.
 1. Trees are Norway Maples at 185/187 Kenilworth; 135/137 Kenilworth; 158/160 Allenhurst and the Douglas Fir at the corner of Allenhurst and Main St.
 2. BOD requested a list of replacement trees to review and decide upon. Only Tri-County replaces trees but BOD will seek more bids in the Spring for that.
 - BOD approved Tree Surgeon bid with the caveat that they need to include one tree they forgot in their bid.
 1. Ali will inform JBC of the BOD’s decision
 - Ground Cover
 - BOD would like to remove ground cover in certain areas (Washington and Main St).
 - BOD will ask JBC to get estimate for removal of this from Continuum
 1. Spray once now and once in the Spring
 - Reminder
 - BOD will send reminder in Spring that planting of flowers by co-owners is prohibited unless prior approval granted by the BOD. Any flowers planted without approval are subject to removal
- X. Front Door Repainting – 127 S. Georgetown
- During the 10/23 Beautification Committee meeting, Ali noticed the front door of 127 Georgetown did not match the other doors.
 - BOD will ask JBC to get quote for repainting this door, as that is an association responsibility.
- XI. Leaves
- BOD discussed leaf clean-up and needing an extra pick-up in December. JBC is aware of this and BOD will request 3rd leaf pickup this year.
 - BOD would like this type of late pick-up included in next year’s clean-up bid.
- XII. Co-Owner Request for Various Information and Documents
- BOD will follow up with JBC regarding official response
- XIII. Executive Session

- Fire Unit - For legal reasons we are unable to disclose this at this time
- Late Fees – For privacy reasons we are unable to disclose this at this time

XIV. Bylaws & Violations

- Signs
 - BOD reviewed bylaws and official rule on having signs of any kind displayed by co-owners including, but not limited to, security company/alarm signs and political signs. Bylaw is on page 46.
 - BOD will send reminder in the next newsletter, if not an email blast to co-owners reminding them of this rule and the penalties if not followed. After this is sent out fines will be issued to anyone still displaying signs.
 - JBC will automatically fine any co-owner noted on the inspection report for this violation.
- Holiday Décor
 - BOD could not find any rule about displaying holiday décor, specifically wreaths, on doors.
- Chairs on front porches
 - Bylaw banning the leaving of chairs on front porch was identified by BOD. Bylaw is on page 45, Section 7.
 - BOD will send reminder in the next newsletter, if not an email blast to co-owners reminding them of this rule and the penalties if not followed. After this is sent out fines will be issued to anyone with chairs.
 - JBC will automatically fine any co-owner noted on the inspection report for this violation.

XV. Newsletter

- Barbara, Ali, and Yana will work on a newsletter for Winter including the winterization reminders and violation reminders.

XVI. Railings

- Broken railing on Allenhurst was roped off by Continuum. Bid sent out by JBC for the repair.
- BOD will follow up with JBC on other repairs already approved.
- Any new railings require a request to JBC and BOD approval.

XVII. Lights

- BOD discussed light bulb replacement. Work order is necessary to complete.

XVIII. JBC Inspection Report – October

- BOD will ask JBC to automatically submit any noted siding/trim issues in Building section.
- BOD will ask JBC about fixing coach lights that are on during the day. Yana believes there is a sensor issue that leaves them on.
- 122 Allenhurst concrete porch repair approved by BOD due to safety hazard.

XIX. Minutes

- BOD discussed past minutes for 2020 and will approve via email. Minutes to be posted on MSS website and sent to JBC as well.

XX. Siding

- Yana concerned about siding project. She will follow up with JBC about progress since this was already approved by BOD.

XXI. Sills Project

- BOD will send out email blast to co-owners regarding feedback after limestone sills replaced.

XXII. Sidewalk Lights

- Ali will follow up with JBC regarding contacting the unit that the electrician needs access to in order to fix the lights.

XXIII. End of Meeting – 6:41 PM