

Main Street Square Condominium Association

Board of Directors Meeting

Tuesday, May 22, 2012

At the Home of Ron Geddish

1. CALL TO ORDER

Meeting called to order at 6:32 pm

2. ROLL CALL

Board members in attendance: R. Geddish, J. Myer, S. Leialoha and M. Dinan; Management Company: D. Micallef; Attorney: C. Semchena.

3. REVIEW/APPROVAL OF PREVIOUS MEETING MINUTES

For the meeting of October 27, 2011; R. Geddish made motion to approve; M. Dinan seconded, all in favor of accepting the minutes.

4. REVIEW/APPROVAL OF THE FINANCIAL STATEMENTS

R. Geddish made a motion to approve the September, October, November and December 2011 financials and the January, February, March 2012 financials. S. Leialoha seconded, all in favor.

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

1. 11/22/11 - Approved Alt/Mod for new window installation at 1315 S Washington
2. 12/07/11 - Approved 2011-2012 Snow Removal Contract with Worry Free
3. 01/09/12 - Approved alt/mod for new Storm Door at 152 Allenhurst
4. 01/10/12 - Approved 4 year lease for 136 Georgetown
5. 01/24/12 - Approved Maintenance issues for 176 Allenhurst. (Note: Cost of drywall in furnace room and back bedroom billed back to Matt Kaminski)
6. 01/30/12 - Approved settlement of Landscape Contractor Debbie Montpas small claims case for \$225.
7. 02/07/12 - Approved new management agreement with IPM which runs from Dec 1, 2012 to March 1, 2013/Management Fee \$14 per unit with no extra fees.
8. 03/23/12 - Approved Updated Rules & Regulations for MSS
9. 04/18/12 - Approved Alt/Mod for new windows at 162 S Georgetown Square
10. 04/26/12 - Approved Alt/Mod for new windows at 136 W Kenilworth
11. 04/29/12 - Approved Summer Maintenance Contract with Worry Free.
12. 05/04/12 - Denied request for Hardwood floor installment at 1345 S Washington
13. 05/05/12 - Approved motion to repeal \$500 Landlord deposit under the Updated Rules & Regulations approved on 3/23/12
14. 05/08/12 - Approved contract with ASI to repair Asphalt and Condensation Pipes
15. 05/15/12 - Approved contract with U&S Painting, Inc to scrub and power wash the MSS buildings
16. 05/15/12 - Denied request for Hardwood floor installation at 116 Allenhurst.

Other Issues

02/14/12 - DMC Proposal Committee Established and later amended to include Parking Permit: Geof Vasquez – Committee Chair

03/07/12 - Royal Oak Fire Marshall rules that ALL barbeque grills are prohibited in Main Street Square

04/07/12 - Board member Mike Rondinelli resigns from the BOD effective with sale of his unit in May 2012.

OLD BUSINESS

6. RESIDENT ISSUES

- a. Violations – 1338 S Main – Resident installed hard wood floors upon new move-in. General discussion regarding whether BOD should allow carpeting in upper unit. S. Leialoha made motion to send letter to new owner that the Association takes no action on the violation regarding hard wood floors with the following provisions: 1) if a complaint is received the homeowner will have to carpet. 2) when homeowner sells the homeowner will need to carpet. Ron seconded, all in favor.

- b. Mo Maki / Matt Kaminski – 176/178 Allenhurst - Work is complete; billings are going out; payment plan will be worked out.
- c. Leases – Fines were applied in April for first offense of \$50, second offense will be \$150. C. Semchena spoke to Tony Antone regarding the Maryland Club and the deposit for the owners that are leasing their units. He found that due to the similar problems that the other association has faced – the BOD approved a motion to repeal \$500 Landlord deposit on May 5, 2012.

7. DELINQUENCIES

- a. Fisher – R. Geddish made motion to write off balance due \$4,429.00, M. Dinan seconded, all in favor.
- b. Smith – R. Geddish made motion to write off balance due \$6,458.12, Mary Ann seconded, all in favor. May also help with taxes. M. Dinan seconded, all in favor.

8. COMMITTEE REPORTS

DMC Proposal /Parking Permits – G. Vasquez went to meeting with the city commission to apply for special parking permits; after debate, the administration did not want them to apply. Zoning ordinance by Royal Oak does not allow special permits because it is not zoned as a single family residence. This issue is to be addressed at the June 4th commission meeting. C. Semchena stated that in past experience the passes were given out freely, not sure why there is resistance. There is a question as to how would they be issued. Check website for Royal Oak for agenda items.

9. ASSOCIATION MAINTENANCE

- a. Doggie Stations / No Trespassing signs – R. Geddish made motion to order four “No trespassing signs”, S. Leialoha seconded, all in favor. The items to be ordered are SND-S24 compete with posts and hardware. The No Trespassing signs give the police more of a reason/remedy to respond. The doggie stations were tabled.
- b. Alleyway Landscape quotes – No quotes as of yet. Table to next meeting or by e-mail.

10. CONTRACTOR ISSUES

Chimney Replacements & Caps – C&L will be completing the chimneys this summer. They have started work on the Georgetown units. The items that were brought to their attention that needed to be addressed will be repaired and will be completed within the next 6-8 weeks.

Condensation pipes – Awaiting a start date from Bruce at ASI. This will be done in conjunction with the asphalt paving.

Asphalt – We will schedule to asphalt to be done once the power washing is complete.

Garage door painting – Received two bids for garage door painting, awaiting a third. There are two doors within the community that still need to be replaced due to damage. IPM will send notices to the residents at 1343 S. Washington and 176 Allenhurst to state that they need them to replace the doors now.

Porches – Mid-American will be out within the next couple weeks to power wash the porches on Main Street. We will then need to determine whether to release final payment.

Brick Pavers – C&L will be out to clean up the brick pavers and caulk the perimeters.

- 11. **BUDGET** - 2012/2013 Budget – Ron made motion to approve the budget as submitted, Susan seconded, all in favor.

NEW BUSINESS

12. ASSOCIATION MAINTENANCE

- a. Roof, Balcony & Siding Inspections – Bruttell will be scheduling for the roof inspections, siding repairs and gutter cleaning. Awaiting price for lift so that repairs can all be done at the same time.
- b. Flat Roofs / Balconies – Durolast – To be included in inspection. S. Leialoha made a motion to use beige, R. Geddish seconded, all in favor.
- c. Porch Repairs – Received bid from Mid-American and C&L. We are awaiting further bids

- d. Railings – C&L will be refinishing and repairing all of the lower railings along the perimeter. They will be cut, re-soldered, sanded and painted.
- e. Garage Door Painting – Replace trim with vinyl – IPM is obtaining bids.
- f. Landscaping – Outer perimeter – IPM will contact Worry Free and Sue Grubba to obtain bids for the four outer corners.
- g. Front Entry Doors – Painting & Trim – IPM is obtaining bids.
- h. Garage Doors – Painting & Trim – IPM is obtaining bids
- i. Outer Bay Windows – The Board approved Perfection Homes to repair/paint the bay windows on the outer perimeter in the amount of \$11,800. D. Micallef to try to negotiate down to \$10,000. R. Geddish made motion to approve, M. Dinan seconded, all in favor.
- j. Mailbox – Paint bases – IPM to schedule to be painted.
- k. Low voltage lighting system – Main Street/Washington entryways – IPM obtaining bids.
- l. Concrete work – curb at Allenhurst/Main Street – IPM to schedule to be replaced.
- m. Georgetown bay units – IPM to have Bruttell add to inspection.

13. OTHER –

FOR THE GOOD OF THE ORDER

- 14.** Annual meeting – To be scheduled for the end of June or July, on a Tuesday at the Royal Oak Library.
- 15.** Next Meeting time, date and location – To be determined – sometime in October.
- 16.** Adjournment – S. Leialoha made a motion to adjourn the meeting at 9:06, J. Myer seconded, all in favor.