### **Washington Headquarters**

**Minutes**

Regular Monthly Meeting of the Board

November 9, 2021

7:30pm-9:40pm

Attendees:

Jason (JG)

Jon (JB)

Benny (B)

Ken (KC)

Carlos (CP)

Phyllis (PF)

Len (LC)

Tom (TP)

Tara - comptroller at Ferrara mgmt group

1. October board meeting minutes were approved

1. September and October board meeting minutes to be circulated and put on the website

2. Selection of officers

1. JG President
2. JB Vice President
3. CP Treasurer
4. PF Secretary

3. Billing

1. CP will get all bills that have been vetted and approved by the Board and FMG and pay them.
2. All contractor payments above $2500 need to be approved by the Board; items less than $2500 do not need approval.
   1. Pothole repair and gutter cleaning to move forward (both less than $2500 each).

4. Financials

1. Cash balance:$44,698.99
2. Reserve:$156,532
3. $20,000 of reserve was spent to repair damage from two 2021 Fall storms
4. $88,000 to paid to Strongwater (construction on Unit #21)
5. Reserve funds will now be coded separately for all items; they will no longer be combined.
6. Decision was made to set up another account solely for the capital project.
7. All bills have been paid and are up to date.

5. Unit owner issues

1. Unit #1: has loose stones on windowsills and loose cement on entrance walkway. The Board will approve a temporary fix for now. TP will find out how many days it will take to repair and determine the cost.
2. Unit #13: requested reimbursement for damage to the interior of his home due to the storm. TP will send a letter to the owners indicating that it is their responsibility and not the HOA to pay for interior damage. The letter will be sent to the Board for any needed editing.
3. Unit #21: The work on reconstruction is ongoing. David Azus continues to monitor the project. TP will send the contract with Azus to the Board, to clarify his payments.
4. Unit #6: Hinges on outside closet door are broken. This is an HOA approved expense. The Board discussed hiring a handyman to do minor repairs for homeowners. TP has some names of possible workmen for us to contact.

6. Con Edison:

1. TP continues to be unable to get a response from Con Edison about cleaning up from the work they did this summer. We need a new repair ticket from Con Ed to remove the barricades and clean up this eyesore (i.e. wires attached to trees). TP will continue to work on this.

7. Capital Project

1. Adamo Bros. is now included in the list of possible contractors for Phase II. All bidders have to be prequalified and have up to date insurance
2. .Per KC, the architect for the project will survey the entire property to repair all stone, brick work, etc. that needs repair; this will be included in Part II of the capital project.
3. The Board will reevaluate the payment of Part II of the capital project. CP will explore financing of the capital project with various banks.
4. Part II of the capital project will include water runoff control, a drainage fix behind the pool house and between Units 1 & 2, and the blockage and repair of drainage between Units 12 and 13. This is part of the Brooker Engineering proposal. Their proposal also provides a contact as a consultant to prepare a FEMA application for a grant as well as the engineering assessment needed for the grant. Eve Mancuso, the engineer, has been ill; subsequently there has been a delay in communication.

8. Landscaping

1. The Board discussed general unhappiness with Civitano’s work.
2. Major landscaping has to be done; it will be left to Part III of the capital project.
3. We will terminate the deer-teck contract.

9. Performance Review of FMG

1. Request to have a performance review with Robert Ferrara. The meeting will be arranged by TP.

Next Meeting is December 14, 2021 and will start at 7pm.

Leftover items from agenda not discussed:

* Formalizing Committees – Social, Landscaping, Budget, Other?