

WALNUT BEACH CONDOMINIUM ASSOCIATION

Board of Directors Meeting

September 18, 2018

Margaret Egan Center, Milford, CT

Present: Clare Farley, President; Margaret Meisenhelder; Vice President, Lisa Greggors, Secretary; Judith Ruskin, Member at Large; Beatrice Ball, Assistant Secretary to the Board; John Hufcut of Evergreen Management
Unit Owners Present: Martin Lippman, Unit 77-C

The board meeting was called to order at 8:00 PM.

All owners were advised of the time and place of the meeting via email and website. Prior to the board meeting, the board met with structural engineer Tim Wentzel and contractor Steve Cassella to review the pilot project structural work at 109. The contractor will schedule a site inspection of the inside of the first floor units to determine if further jacking is necessary. The engineer and the board are satisfied with the work and will have the engineer schedule an inspection of the crawl spaces in all buildings to determine what work is necessary in each of the buildings. It was agreed that mesh could be used instead of rebar in future projects. It was agreed that mesh could be used instead of rebar in future crawl space projects.

Margaret suggested each party (engineer, contractor and board) sign off on changes on any documents, invoices or contracts. Tim/Steve will follow up with pricing for humidification, and tying in the a/c drains with the humidifier. The board motioned to approve payment of \$2,500 from to the engineer for this service.

Comment Period for Unit Owners: Martin Lippman commented that the dumpster company is still not pushing the recycling dumpster far enough back away from the 4-5 driveway. John will talk to the dumpster company about this.

Bea stated she continues to be concerned about her floor being slanted. The engineer will look at the basement as part of his structural inspection.

John shared that the owner of Unit 89 A has an outdoor shower (party) scheduled for September 29, 2019.

Treasurer's Report: There is \$5,884.28 in our checking account and \$42,074.93 in our reserve account. The board will gather at 101-A on October 4, 2018 to discuss Capital Project pricing. The board will determine priorities as we move forward into the new budget year. The structural work needed will be a significant component.

Administrative:

Rules and Regulations: The changes to Rules and Regulations will be keyboarded and integrated into existing legal R and R document. In the meantime, the document listing the changes will be posted to the WBCA website.

Maintenance Standards: The board will hold off on further discussion of Maintenance Standards until after the annual meeting.

Bulk Basement Storage: □ Many items remain outside of storage bins in the basements. The board asked John to send a memo to remind anyone with items remaining to dispose of them to help keep our expenses down. Otherwise we will pay from the association to have items removed. The memo will be sent out October 1, 2018.

Fire Marshall Inspection Report: □ The board worked with John on editing the worklist that the Fire Marshall is requiring that we send out to each unit owner. This letter will be handed out at the annual meeting October 29, 2018.

Annual WBCA Meeting: □ This year's Annual Meeting is scheduled for October 29, 2018 at Saint Gabriel Hall at 7:00 PM. □

Association Contact List requested by Unit Owners

The board is preparing a contact information request sheet for all unit owners and tenants to indicate what personal contact information they would share with association members. The letter will be part of the Annual Meeting documents.

Capital Projects for Pricing and Capital Funding Plan: □

Crawl space Project: □ 109 Test Case done by Castleberry Construction: Original double beams completed 8,596.08

Modification for center beam in progress: 10,227.07 □ Total 18,823.15 □ Amount set aside for structural repairs based on engineering cost estimates: (16,000.00) □ Difference: (2,823.15) over
Still have 109-A bathroom floor repair □ Survey of second floor units after crawl space work is done.

Determine what is needed at 103 D, repairs pending.

Dehumidification Project

The engineer wants to address the dehumidification issue in the basement before moving to the next building, and is working on specifications for a dehumidifier and cost estimates.

Truss problems:

Engineer theory on second floor trusses: although trusses may still be an issue, some openings may close from crawl space jacking. □

The board acknowledges that a common charge increase or and/or an assessment may be required for increasing general maintenance costs and capital projects.

Capital Projects to be priced: □ Main sewer lines-- \$36,000 as of 2/25/17, projects will be prioritized by building as needed. Sidewalks with grill pads - \$18,300.00 as of 9/19/17 □ Window lintels □ Brick pointing □ Basement doors – Bldg. 5 basement door is an immediate issue. Main front doors and sidelights, rust problems □ Painting including wood shingle replacement where needed – Operating Parking lots □ Landscaping projects: on hold □ Roof vents i.e., 83-D and 105-109 in lieu of ridge vents

Mailboxes repair or replacement? □ Brick movement, i.e, Bldg. 4 at front of 77, rear of 109-C, rear of 107-C at furnace room vent Truss issues at rear of buildings at second story units □ Change from aluminum to Azek at decks, and trim at front and back of buildings □ Gutters and seam issues: \$3,360.00 per Martin Aluminum for one run behind bldg. 4 Trim: change □ Maintenance Projects from Operating Account: □

Maintenance Projects as needed: □ Common air conditioning condensate lines repairs as needed.

Electrical panel modifications as needed: i.e. 87. Furnace room doors as needed □ Gas lines as needed □ Decks and Railings as needed □ Screening repair at deck Vine removal at A/C vent unit 89-A □ Shingle replacement and painting as needed: i.e., 101- A, B and D, 109-B and D □ Update all common hallway smoke detectors □ Window caulking □ Wood post for mailboxes □ Immediate Maintenance from fire marshal report – new detectors and emergency light changes as needed □ Seawall maintenance – 1,500.00 – as needed (annually) □

Maintenance scheduled: □ 89-A Screen repair at deck- Given to Mike Cody Vine removal at a/c vent- Given to Mike Cody □ 107-D interior leak repairs – given to Bob Santoro □ 101-D siding on deck □ Trees – Pine behind 101/103 □ Tree at entrance to bldg. 6, WAZ Tree Service to provide pricing 77-B plumbing issues □ 79 rear hallway repairs from plumbing work □ 79-B Front living room wall leak – Given to R & M □ Does not appear to be actively leaking - Need to remove sheetrock and water test. □ Front left of 79 – Detached leader – Given to R & M □ 83 second floor smoke alarm – Given to Alex to replace □ Front of 85 weeding – Given to landscaping crew working at complex □ 83 crawlspace drain line leak and 85 crawlspace copper line support – Frank scheduling Concrete repairs at seawall manhole and front corner of foundation at bldg. 6 basement entrance.

Leak in Bldg.5 at basement – work needed on main water valve – Major Project – Hold □ UI meter replacement and change in meter cabinets: updated – looked at with Mike Cody - Hold □ Pothole repair in driveway between Bldgs. 4 and 5 – awaiting one more price □ Unit 105-C leak in closet – Contractor assigned

□ Maintenance done: □ 79-C bathroom ceiling □ 85 shutoff valve repair □ 109 condensate line repair □ Bldg. 6 basement lighting ballast repairs 109 rear door glass broken □ Miscellaneous work as cash flow permits: □ 77-C cracks in living room and bedroom sheetrock 77-C deck □ 79-C interior repairs □ Old Master TV antenna removal □ 81 entry door weather-stripping - □ 83 front downspout – bottom section

Shutter replacements: 89-A and 79-A □

The meeting adjourned at 9:00 PM.

Respectfully submitted, □ Lisa Greggos, Secretary □