

## **WALNUT BEACH CONDOMINIUM ASSOCIATION**

**January 9, 2023 Board of Directors Meeting  
6:30 PM at Margaret Egan Center, Milford, CT**

**Attendance:** Board Members: Margaret (Peg) Meisenhelder 77-B, President; John Judge 87-D, Vice-President; Jerry Fay 81-C, Treasurer ; Lisa Greggos, Secretary 101-A; Judy Ruskin 83-D, Member at Large

**Felner Corporation:** Jaime Polatsek, WBCA Account Executive

**Unit Owners/Attendees:** Ramona Strang 73-B; Don Sanchez 79-C; Charles Pape 81-D; Irene Pasko 87-B; Monica Judge 87-D; Anthony Federici/Beth Collins Federici 89-B; Beth Collins Federici 89-A; Clare Farley-109-B

**Call to Order:** Meeting was called to order at 6:31 PM by President Margaret Meisenhelder.

**Robert's Rules of Order:** Peg asked for a motion to waive official use of Robert's Rules of Order. A motion was made, seconded, and approved.

**Establishment of Quorum for meeting:** There being all five board members present, a quorum was established.

**Approval of minutes from previous board meeting:** A motion was made, seconded, and approved to waive reading of and to accept the September 19, 2022 minutes as presented.

### **President's Report:**

Peg gave an update on the Executive Board planning meetings of December 4, 2022 and January 6th. Discussion focused on the Felner contract, which is expected to be finalized by the end of the week; on-going Maintenance and Capitol Projects; Capitol Projects funding (to be discussed by Jerry and John); and, suggested Committees .

### **Work Completed:**

Work recently completed includes: Bldg. 5 basement sill plates; 107 window seals and interior repairs; 81 and 87 sill plate repairs; 83-B crawlspace insulation replacement; Bldg 6 roof tile repairs of shingles blown off during the last storm; 77 new entry lock adjustments; 89-B condensate line back-up which caused interior and basement insulation repairs. Tony Federici stated that his insurance would cover the remediation work at his unit.

**Pending Items:** Gas line repairs which may have to be re-quoted; inspection of crawlspaces and basements by Viniczay for structural problems as well as water leaks, insulation, and possible other problems.

**77 and 85:** Window vent problems causing dehumidifiers to not work properly will be checked by Viniczay this week.

**Annual boiler service:** Annual service for all three buildings will be done this week.

**Unit 79-A:** In December Atty Pacelli attached a “Disclosure of No Defense and Reservation of Rights” with the bank’s Foreclosure on the Harris unit. He will attach a new lien for back common charges .

**Treasurer’s Report:**

Jaime reported the balance in our operating budget is \$195,233.43, and the money market account is \$37,863.26, for a total of \$233,096.69 as of December 31, 2022.

**Managers’ Report:**

Jaime discussed last year’s Operating Budget. A transfer of \$21,000.00 from the Operating account to the Reserve account for the last two months has been made.

Jaime stated the assessment amount spent through the fiscal year end was \$139,906.63 of the \$226,000.00 budgeted for structural repairs, sill plate repairs, window repairs and sidewalks. Between November 1, 2022 to January 5, 2023 another \$20,424.55 of the assessment money was spent. The balance remaining is approximately \$66,000.00. Gas line repairs have to be addressed as well as wall crack damage caused by the sill plate replacement. A new contractor for that work has been identified.

**Maintenance Standards:**

Peg mentioned the Maintenance Standards need to be changed to include an annual due date to have air conditioner units including condensate lines serviced. Dryers vented to the outside are to be cleaned annually. Matt at the last meeting stated we would perform a one-time only condensation line inspection. However, the price to do this is prohibitive.

Jaime suggested a contractor for dryer vent cleaning that offers condo associations a reduced price if multiple unit owners participate.

**New Business:**

Jaime discussed the need to look at crawlspace insulation problems.

**Fundraising for Capitol Projects:**

The meeting was turned over to Jerry and John for explanation of the Board’s proposal to fund Capitol Projects.

Jerry discussed the need to build up funding for the immediate Capitol Projects in the next 15 - 18 months as well as those future needs. Instead of a large assessment as done previously, he explained the Board’s suggestion of a monthly on-going fee based on 15% of each owner’s

common charge. This would go into a separate account which would continue until necessary capitol project work is completed. The average amount per owner per year would be \$800, depending on percentage of ownership. Pending further discussion tentative start date would be May 1, 2023. The by-laws allow the board to implement a 15% increase without unit owners vote.

John stated the short term projects are the gas lines at \$19,000, crawlspace and dehumidification \$26,000. Four units that have window issues \$10,000, 15 units with interior cracks \$105,000 and decks (need bids). Long term projects are roof replacement \$275,000 and parking lots \$90,000. The seawall is, also, a concern as there are large open gaps at the bottom of the wall.

### **Owners' Questions:**

#### **Deck repairs - are they just railing or floors.**

The board responded that they are both, as well as shingle repair caused by water pooling at the outside patio wall.

#### **Are shingles on E. Broadway building ends going to be addressed:**

Quotes were received for shingle replacement and/or vinyl replacement. Shingles are difficult to match. Jaime said, we will revisit this issue in the spring.

### **Committees:**

John proposed the idea of setting up various committees, similar to what he had been engaged in at Laurel Beach. These committees would work under the direction of the Board with the goal of increasing involvement in condo project work, as well as, promoting community interest and socialization.

Committees suggested are: Construction and Repair; Website and Media; a Legal Committee and a Social/Welcoming Committee.

The Board will discuss this further.

**Meeting was adjourned at 7:19 PM**

**Respectively submitted,**

**Lisa Greggos, Secretary**