

WALNUT BEACH CONDOMINIUM ASSOCIATION
Board of Directors Meeting February 20, 2018
Margaret Egan Center, Milford, CT.

Present: Clare Farley, President; Margaret Meisenhelder, Vice President Lisa Greggos, Secretary; Roque Sanchez, Treasurer; Judith Ruskin, Member at Large; John Hufcut, Evergreen Management; and Beatrice Ball, Assistant Secretary

Unit Owners Present: Martin Lippman, Unit 77-C

Comments from Unit Owners:

Martin asked that the recycling dumpster be pushed back further off the driveway so that there is room for two cars to pass. John said he will speak with the Winter Brothers about that.

All unit owners had been notified of the time and place of the meeting via email and website.

The meeting was called to order at 7:34PM. The minutes of the January 16th, 2018 meeting were approved.

Financial Report:

As of January 21, we had \$21,766.80 in our checking account and \$37,273.96 in our Reserve Account. We are awaiting the \$7,020 trash rebate. John is closely watching the cash flow for line item savings. Snow removal costs will hopefully be less than last year. John applied to the utility company for the (energy efficiency) rebate for the Building 6 boiler and was told the utility company was out of funds for this program. He filed again, in case the rebate is reactivated.

The Board reviewed a sample document of Maintenance Standards that we had requested from our attorney. He strongly recommended (at last meeting) that we consider adopting this document to help us improve and maintain our property. We would need to modify this template to specifically meet the needs of our condo association. He noted that this would be helpful for insurance purposes as well. There are some issues to address before adopting a set of Maintenance Standards, such as storage issues, and dryer hoses exhaust air ducts, which are currently not vented to the outside in all units. Don Sanchez volunteered to check all cellars and attics to locate existing dryer vents. John recommended New England Duct and Dryer as a company with a lot of experience in this type of work. Standards for fire places should also be considered, as there are two units with fireplaces.

Insurance:

Our package policy will be renewed with an overall increase of \$697. The flood insurance will come due at the end of the month with an overall increase of \$134.

Landscaping:

We reviewed an alternative landscaping proposal that Clare solicited from Innovative Landscaping, a company in Monroe, Connecticut. The price was comparable but slightly higher than that of Milford Quality Landscaping, so we will continue with MQL for now.

Supplemental Sheet:

John gave the Board a supplemental sheet, noting the following:

The owner of 103-D called about extensive cracking. The problem seems to be caused by general compression of the structural elements. We have the engineering specs for these structural repairs, as most likely all buildings will need this structural repair. To fix all these buildings would be very expensive. The work is not budgeted for all buildings. The funds for work done at 105-C and the work to be done on 103-D will come from our Reserves account. The 107-C brick movement at the furnace vent is an owner problem.

We have gutter and seam issues, with water spilling over downspouts in a couple of spots. Longer runs are needed.

Two units had Azek trim installed on the fascia, replacing the aluminum trim.

Engineering and Structural:

Unit 105-C Done

Crawlspaces – 87 and 105 - To be schedule

Unit 109-C Truss end issue – Done

Rear window/brick issue – Monitored

Unit 107-C Brick movement at furnace vent

Building 4 brick movement at 77 front section

Capital Projects:

Main Sewer lines, approximately (\$36,000 as of 2/5/17)

Common air conditioning lines

Sidewalks with grill pads

Window lintels

Brick pointing

Basement doors

Front doors and sidelights

Painting

Parking lots, roof vents (83-D)

Smoke detectors

Mailboxes

Maintenance Projects:

Contractor to repair concrete at manhole and at front foundation corner of Bldg. 6 near the basement entrance - Spring 2018

Gas lines as needed

Electrical panel modifications as needed, i.e. 87

Deck repairs as needed 83-D – On hold per owner for 2018.

Railing repair/replacement as needed

Shingle replacement and painting as needed, i.e. 101-B, 109-B, and 101-D

Furnace room doors as needed

Maintenance Done:

109-A interior leak repair

Azek installed on exterior above 105-C

105 hallway railing repair

Work Scheduled:

Furnace Room doors issues: 101-D and 107-D

Shutter replacements: 89-A and 79-A

83 front downspout – bottom section

Leak investigations: 81-B plumbing; 107-D ridge vent? 77-D and 77-B – plumbing or ridge vent?

81 entry door weather-stripping

Work to be scheduled:

79-C bathroom ceiling

77 front and rear gutters

79 rear hallway repairs from plumbing work

Miscellaneous Work as cash flow permits:

Old Master TV antenna removal

Unit 77-B rear gutter leak at seams

The meeting adjourned at 8:20 PM

Respectfully submitted,

Lisa Greggos,

Secretary