

**WALNUT BEACH CONDOMINIUM ASSOCIATION**  
**Board of Directors Meeting**  
**February 25, 2019**  
**Margaret Egan Center, Milford, CT**

**Present:** Clare Farley, President; Margaret Meisenhelder, Vice President; Lisa Greggos, Secretary; Don Sanchez, Treasurer; Judith Ruskin, Treasurer; John Hufcut of Evergreen Management

**Unit Owners Present:** Martin Lippman, Unit 77-C

The board meeting was called to order by Clare Farley at 6:59 PM

All owners had been advised of the time and place of the meeting via mail and website.

**Comments by Unit owners:**

Marty asked about the dumpster location adjustment by Oak Ridge.

Marty asked about Rules and Regs, now available on the website.

Peggy said that the exterior door to Unit 77 is rusted as are a good many others in the condo. Sanding and painting these doors as a stopgap measure was discussed. John will look at door replacements in the future and will check the type of new doors that Milford Apartments installed.

**Minutes:**

Minutes of the January 21, 2019 meeting were approved as presented.

**Financial Report:**

There is \$19,138.37 in the checking account and \$41,501.46 in the money market reserve account for a total of \$60,639.83.

**Financial Review:**

Refuse rebate received and deposited in February, 2019

1099's and 1096's are done.

FYE 10/31/18 tax returns filed.

Oak Ridge Hauling (bought out Winter Brothers) - John working on getting clarification on price increase.

## **Renewal Information.**

### **Insurance:**

|                                      |                      |
|--------------------------------------|----------------------|
| Flood Insurance renewed due 3/31/19. | Last year: 11,001.00 |
|                                      | This year: 11,151.00 |
|                                      | Budget: 11,500.00    |

### **Administrative:**

### **Rules and Regulations:**

Recorded with City and mailed to owners

### **Absentee Owners Form**

Reminder on cover sheet of R and R

Revised Information update sheet sent to all owners with current rentals.

### **Maintenance Standards:** On hold

### **The Fire Marshal Update** – Notices were distributed.

John shared the incoming data and plans for door repairs.

Current violations will be addressed directly to the owner/tenant by the Fire Marshal.

Due to requirements, John asked about putting signs on each inside hall closet door that says “No Flammable Materials Allowed”, or following up with the previous recommendation that we lock the hallway doors. Board decided to put the signs up and hold off on locking them for now. If they are to be locked, our maintenance person would have to open every winter so people can access their shovels and snow melt.

Website reminder to all: Our website is [wbcamilford.com](http://wbcamilford.com), and password is 73109ebway.

### **Maintenance Projects:**

Winter fertilization

Unit 73-C ants treated

Light bulbs purchased for onsite stock

Pothole repair near dumpster between Bldgs. 4 and 5

Unit 109-B interior repairs from damages caused from 109-D

All new smoke detectors installed

Basement and hallway closet sheetrock repairs and fire-stop caulking

73, 81 and 101 basement access doors all modified for emergency access from basements

Squirrel trapping at 89

89-D roof shingle repairs

Lighting at all buildings for basement access exterior entry doors

Flue cap replacement at rear of 107

Main drain line cleared for 73-C

Fallen branches removed from tree at Bldg. 6 driveway entrance

**Maintenance that should be scheduled:** some for spring, 2019

Unit 101D - Siding on deck

Trees - Pine behind 101 - Pricing from WAZ Tree Service \$1,010.33

Tree at entrance to Bldg. 6 - Pricing???

Decks - 81D and 83D

Bldg. 5 basement door - Comments from 85B and 81B

Gutter issue behind 77 - Sag in roof; may be truss issue as was found at rear of 109 -

For now, fascia and gutter have been worked on - Monitor

Unit 79-B front living room wall leak Does not appear to be actively leaking - Need to remove sheetrock and water test

UI meter replacement and change in meter cabinets: Update - looked at with Mike Cody

**Additional Maintenance Projects from Operating Account** per J. Hufcut,

**Supplement to February, 2019**

**Capital Projects for Pricing and Capital Funding Plan:**

**Structural Crawlspace Project:**

109 Test Case done by Castleberry:

Original double beams completed: 8,596.08

Modification for center beam in progress: 10,227.07

Total 18,823.15

Budgeted: (16,000.00)

Difference: (2,823.15) over budget

Still have 109-A bathroom floor repair – **Additional pricing to be obtained**

Needed: Survey of remaining 10 crawlspaces – Done – **Engineer to send specifications for center beam**

Survey of full basements – Done – **Castleberry to schedule work under 73B**

Cost for effective dehumidification – **Reviewed Basement Systems Proposal – Input from Electrician**

Monitor second floor units after crawlspace work

103-D ready – **Castleberry scheduled for 3/1/19**

Theory on second floor units: Although trusses may still be an issue, some openings may close from crawlspace jacking.

### **Funding Options:**

#### **Assessment**

If considering loan, one option is Simsbury Bank – 10 and 15 year term loans available at 4.86% and 5.08% respectively

#### **Capital Projects list to be priced:**

Main sewer lines – approx. 36,000.00 as of 2/25/17

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

Painting including wood shingle replacement where needed

Parking lots

Landscaping projects?

Roof vents, i.e. 83-D and 105-109 in lieu of ridge vents

Mailboxes

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 Aztek at decks, and trim at front and back of buildings

Seamless gutters, i.e. 3,360.00 per Martin's Aluminum at rear of Bldg.

### **Maintenance Projects from Operating Account:**

#### **Maintenance Projects as needed**

Gas lines upgrades

Electrical panel modifications as needed, i.e. 87

Common air conditioning condensate lines as needed

Decks as needed – 83-D, 81-D

Railings as needed – 81D

Shingle replacement and painting as needed, i.e. 101-A, B and D, 109-B and D Furnace room doors as needed

Update all common hallway smoke detectors

Window caulking

Wood posts for mailboxes

**Work to be scheduled:**

87, 105 rear furnace flue cap from windstorm

77-B plumbing issues – **Frank to contact Peggy**

79 rear hallway repairs from plumbing work

Leak in Bldg. 5 at basement - work needed on main water valve – **Major project - Hold**

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

Old master TV antenna removal

**To be scheduled when owners are ready:**

77-C cracks in living room and bedroom sheetrock

77-C deck

79-D interior repairs – **Connie will be ready in April**

**Maintenance Done:**

Shutter replacement from windstorm 85, 89 front

81 entry lock repaired

The meeting was adjourned at 7:56 PM

Respectfully submitted,  
Lisa Greggos,  
Secretary