

WALNUT BEACH CONDOMINIUM ASSOCIATION  
Board of Directors Meeting August 21, 2018  
Margaret Egan Center, Milford, CT

Present: Clare Farley, President; Margaret Meisenhelder; Vice President, Lisa Greggos, 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, Roland Pike and Hedi Minow-Pike, Unit 101-B

**Special Meeting of the Executive Board:**

The meeting was called to order at 7:00 PM.

Present: Clare Farley, President; Margaret Meisenhelder; Vice President, Lisa Greggos, 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, Hedi Minow-Pike and Roland Pike, Unit 101-B

**Comments from unit owners regarding the proposed amendments to Rules and Regulations:**

Martin pointed out a grammatical error on Item C paragraph 1. The board will make this change.

Hedi Pike suggested a revision to C3 paragraph 1 to clarify the total number of pets (2) allowed by a unit owner, delete the word "raised" from the statement "No animals, birds or reptiles will be..." Edit the next sentence to place a period after "Common Areas..." And start the next sentence "No more than..."

Hedi suggested an addition to E4

Acknowledging the problem of unit owners using visitor spaces, Hedi suggested we offer an alternative. Unit owners with extra parking spaces may lease them to other unit owners or tenants if desired. The terms would be 1) Unit owners are to negotiate terms with unit owner or tenant they are leasing to, 2) Owners renting spaces are to inform the board of their agreement and 3) The unit owners will settle disputes independently of the board. The board will examine this more closely to determine how to implement.

Next, Clare Farley shared suggested changes submitted by Bud Stone, 109-A.

Item A4. Clarify "premises" to mean common exterior entry doors (not unit owner interior doors).

Item C1 Further define "unreasonable disturbance" to include "impact noises of running, jumping" on stairs or in common halls.

Item C4 insert "all unit owners will be held harmless as well as the Association"

This discussion ended the Special Meeting for Changes to Rules and Regulations, to be voted on in the regular board meeting.

Special meeting adjourned 7:49 PM

### **Regular Open Board meeting:**

The meeting was called to order at 7:50 PM

Present: Clare Farley, President; Margaret Meisenholder; Vice President, Lisa Greggus, 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, Roland Pike and Hedi Minow-Pike Unit 101-B

All owners were advised of the time and place of the meeting via email and website.

### **Comment Period for Unit Owners:**

Martin Lippman commented that the dumpster company is not pushing the recycling dumpster far enough back away from the 4-5 driveway. John will talk to the dumpster company about this.

### **Amendments to Rules and Regulations:**

The board voted unanimously to approve suggested changes to the Rules and Regulations as discussed in the previous special session. Since there is no existing electronic copy to edit, Peg and Clare volunteered to keyboard the original document, integrating the revisions.

### **Administrative:**

#### **Maintenance Standards:**

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

#### **Unit owner/unit number list:**

Hedi Pike asked if the board would share a list of unit owner names and addresses. She suggested we send letter to all unit owners to determine who would like their name/unit number shared with others in the association, and allow 30 days for owners/tenants to notify the board that they would like to opt out of the list. The board prefers to send a letter asking each member of the Association if they would like to opt in or opt out of the list. The board approved a motion to do this and will be a part of the October annual meeting documents.

#### **Common Basement and Closet Storage Areas:**

The board requests that John send out a letter to all unit owners stating that all items remaining in the open storage areas of the basement will be removed by a private trash hauler on October 1. Included in that notification will be the fire marshal's requirement that all items other than shovels and ice melt must be removed by owners and tenants prior to October 1.

**Fire Marshall Inspection Report:**

John reported the results of the recent inspection report from the city Fire Marshal. Overall, a good report. Because there are firewalls separating each (of the 4 -unit) buildings, hardwired smoke detectors and sprinkler systems are not required in the common hallways. He provided John was a list of minor changes that we do need to make, and John will follow up on this changes. Notably all items except shovels and ice melt are to be removed from hallway closets. Also anything flammable is to be removed from the exterior furnace/air conditioner closets. And a reminder that are portable gas grills need to be a minimum of 10 feet away from the decks. In addition, the fire marshal is requiring that the board send each unit owner a checklist to complete to verify that each unit has working smoke detectors and working spring closures on front unit entry doors. When John receives the final copy from the fire marshal, he will disseminate to all unit owners.

**Update, Structural Repairs:**

John reported that phase 1 of the structural repairs needed at building 109 crawlspace is complete. The board met on site with the contractor and the engineer to determine if additional structural repairs were needed for the center beam. The contractor had submitted a bid for 24K to replace the entire center beam but the engineer suggested a less expensive alternative, which was to build two additional support beams on either side of the center beam, similar to the outer support beams that had just been completed. Phase 2 will cost approximately 11K, instead of 24K, to be completed soon. Structural work is also needed at 103 101 and 87 with 103 being the first priority at this time. Engineering inspection will be done in all crawl spaces to determine the scope of structural work required in each space.

Due to roof leaks during recent rain storms, the roof ridge vent was removed above building 109, 107 and 105. Cost was approximately 6K.

The hot water storage tank in building four was cracked and leaking, and had to be replaced. Warranty expired-the cost was \$3999

**Secretary's Report:**

The minutes of the July 17, 2018 meeting were approved.

The call for Board of Directors Nominations was mailed to owners. The Secretary has received nominations from five owners for three existing board members whose terms expire in October (Roque Sanchez, Lisa Greggos and Clare Farley).

**Treasurer's Report:**

There is \$15,386.98 in our checking account and \$60,259.28 in our reserve account.

**Capital Projects to be priced:**

Attic/crawl space ventilation

Basement doors – Bldg. 5 basement door is an immediate issue.

Brick pointing

Landscaping projects: on hold

Mailboxes repair or replacement?

Main front doors and sidelights, rust problems

Main sewer lines-- \$36,000 as of 2/25/17, projects will be prioritized by building as needed.

Touch up painting on decks

Parking lots

Roof vents i.e., 83-D

Sidewalks with grill pads – on hold for now

Smoke detector replacement

Window lintels

**Emergency repairs:**

Roof vent removal 109,107, 105 (severe water damage during rainstorm) cost 6K

Replacement of hot water tank in building 4 (crack in holding tank, no longer under warranty (\$3999)

**Engineering and general structural issues:**

Priority: crawl space structural repairs at 109

Bldg. 4 brick movement at 77 front section

Gutters and seam issues: \$3,360.00 per Martin Aluminum for one run behind bldg. 4 Trim: change from aluminum to Azek at decks

Trim: change from aluminum to Azek at front and back – second story units

Truss repairs at rear of buildings at second story units

Unit 107-C brick movement at furnace vent.

Unit 109-C rear window/brick will be monitored.

Wood posts for mailboxes

**Maintenance Done:**

109 rear door glass broken – thermopane – new glass unit ordered.

73-B electrical issue – caused by dryer installation.

77-D interior paint bubble in kitchen – no leak – heavy sand finished paint peeling only.

85-A/85-C drain line repaired.

Morgan Carpet for unit 79-A – Materials ordered

UI replaced deteriorated underground line between bldgs. 5 & 6.

**Maintenance Projects as needed:**

Closing up of ridge vent due to wind driven leaks, interior leak repairs 107-D

Common air conditioning condensate lines as needed.

Deck repairs – 83-D, 81-D

Electrical panel modifications as needed: i.e. 87.

Furnace room doors as needed

Gas lines as needed

Railings as needed – 81-D

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

Trees – Pine behind 101/103

Tree at entrance to bldg. 6, WAZ Tree Service to provide pricing

**Work to be scheduled:**

107-D interior stain from ridge vent issues

77-B plumbing issues

79 rear hallway repairs from plumbing work

79-A kitchen floor replacement and window issues 79-B leak repair

79-C bathroom ceiling

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

**Miscellaneous work as cash flow permits:**

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-C interior repairs

Invoicing from Mike Fedorko on work done received and paid: 107 and 109 leader elbow

81 entry door weather-stripping

83 front downspout – bottom section

Furnace room doors issues with 101-D and 107-D

Shutter replacements: 89-A and 79-A

The meeting adjourned at 8:35 PM.

Respectfully submitted,

Lisa Greggos,  
Secretary