

WALNUT BEACH CONDOMINIUM ASSOCIATION
Board of Directors Meeting
March, 18th 2019
Margaret Egan Center, Milford, CT

Present: Clare Farley, President; Margaret Meisenhelder, Vice President; Lisa Greggos, Secretary; Judith Ruskin, at Large Member; John Hufcut of Evergreen Management

Absent: Don Sanchez, Treasurer

Unit Owners Present: None

The board meeting was called to order by Clare Farley at 6:56 PM

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

Comments by Unit owners:

None

Minutes:

Minutes of the February 25, 2019 meeting were approved as presented.

Financial Report:

There is \$12,065.78 in the checking account and \$43,172.95 in the money market reserve account for a total of \$55,238.73.

Financial Review:

February, 2019 report sent to Board members

Insurance Renewal Information

Flood Insurance due 3/31/19, and was paid.

Fire Department Inspection 3/15/19:

John has collected all data from the Fire Marshall's survey sheets. There are a few remaining areas not in compliance, and the Fire Marshal will be contacting unit owners directly regarding these violations. The Fire Marshall further clarified that beach chairs cannot be stored in hallway closets, and strongly suggests that we put locks on these closets. The Board would prefer not to lock them at this time unless compliance becomes a problem. The Fire Marshall will give John "Non-Flammable" signs for each hallway closet door.

The Fire Marshal would like us to send out a second survey regarding compliance of furnace/utility closets on our decks. The furnace/utility closets must also be free of all flammable items. The second upcoming survey will request that unit owners indicate compliance for all areas: interior hallways, interior closets, unit entrance doors, and smoke detectors AND furnace closets.

Administrative:

Absentee Owners Form:

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

Maintenance Standards: On hold

City's parking plan for East Broadway:

No further updates on city of Milford plan to add parking on East Broadway. The board expressed major concern about congestion and safety along East Broadway, and frustration with the fact that we were had no opportunity for input into this plan. Clare and Peg will contact the city regarding this.

89-A approved on family member as guest from 4/15 – 6/15

John will investigate the question of beach ownership in front of our condo.

Website reminder to all: Our website is 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. Right 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

Maintenance Scheduled:

Seal piping penetration and foundation ties in Bldg. 6 basement by water piping area

Additional Maintenance Projects from Operating Account per J. Hufcut,
Supplement to February, 2019

Capital Projects for Pricing and Capital Funding Plan:

Structural Crawl space 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 – Scheduled for 5/15/19

Monitor second floor units after crawlspace work

103-D ready – In progress

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

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 crawl space 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:

Second cleaning on main sewer line at 73 - Monitor this

Association mailbox lock replaced

77 main entry door repair
105 rear furnace flue cap replaced from windstorm
83 entrance lettering repaired
77C hallway shelving removed
77C smoke detectors installed
75B unit door hinge repaired

The meeting was adjourned at 7:48 PM

Respectfully submitted,
Lisa Greggos,
Secretary