

**Longmeadow Condominium Association**  
**Minutes of Board of Directors Meeting**

May 20, 2015

**Board Members Present:** Ruth Nappe, Kit Kaolian, Maureen Pasko, Liza Sivek, Mary Ellen Cortigiano, Arin Hayden of Levey Miller Maretz.

Meeting commenced at 7:04 PM

Motion to approve meeting minutes from April 2015 made by R. Nappe, 2<sup>nd</sup> by M. Cortigiano. **Motion Passed**

**Unit Owners Requests/Discussion:**

- B. Fiore 20 SW
  - Request to have someone look at painting lines/numbers in the parking spaces; Board requested B. Fiore get additional info/pricing and bring back to the Board for follow up
  - Request for more paint for the fire hydrants; B. Fiore to get information to purchase and submit to Property Manager for reimbursement
  - Request branches be cut further from light posts; Board explained that UI is responsible and there is no plan to further cut back branches after UI and arborist have been involved.
- J. Wilson 42SW
  - Request information on why bulk pick up happens in June vs. earlier in the year; Unit owner advised by Board that the date is up to the City of Milford. J. Wilson has permission to contact City of Milford to inquire further
  - Request of clarification of how many dogs can owners/renters have in their units; advised that bylaws to not have any guidance and that Longmeadow must abide by City of Milford regulations

**Property Manager Report, Arin Hayden:**

- Bob Austin present to discuss crawl space issues regarding Jackson Drive
  - 2010-2011 when crawl space work was initiated, the plan was for sump pump installation. During winter 2015, further inspection of these units revealed deterioration of the crawl space resulting in recommendations for additional work
    - All 55 lolly columns are in various stages of decay and require replacement \$12,750
    - Sill plate issues uncovered during painting of exterior and installation of sump pump at the back of the building (rotted sill plates, wood and patio issues) \$36,600.
    - End unit, 61 JD, needs crawl space repair \$4500
    - 61-71 JD has 5 units that need window replacement due to rotted frames \$7750.00
    - Electric for sump pumps:
      - \$3500 61-71 JD (clubhouse to building)
      - \$4100 1-13 JD (sub meter)

- Second quote from CJS (East Haven) for same work \$10,000

R. Nappe made a motion to approve above repairs, by B. Austin, for Jackson Drive, excluding windows which have been sealed and are deferred for follow up October 2015. M. Cortigiano 2<sup>nd</sup>. **Motion Passed.**

- It was noted that some unit owners had put insulation in the crawl spaces which were not appropriate for the space (ie: water issues). Those unit owners who had insulation removed will receive a letter indicating that any plan to put insulation in a limited common area should have prior Board approval so it can be determined if that is appropriate for the space.
- A. Hayden provided inform from unit on GW (B. Steady) regarding request to install new windows. Discussed that new windows must match existing windows and contractor information must be on final prior to moving forward. A. Hayden to notify of approval.
- 94 SW requests clarification of missing privacy fence on end unit. Per Board members, there had been shrubs removed in the past and the previous owner had declined privacy fence. Board agreed to install privacy fence when financially able and possibly as part of larger fence quotes.
- A. Hayden provided quotes for vinyl fencing for GW Playground and SW (1-27). Playground fence 278 feet and SW fence 294 feet
  - Orange Fence \$19,000-\$21,000
  - P&C Fence \$16,484.25
  - Frankson \$10,528 (SW fence only)
  - Bob Austin \$15,000

R. Nappe made a motion to defer fence expenses until after additional drainage work is completed with plan to revisit July 2015. M. Pasko 2<sup>nd</sup>. **Motion Passed.**

- Discussed brick work currently taking place on units and plan to potentially seal those units pending work in order to prevent additional damage. This is approximately 10 units, \$700.00 each. Plan to discuss further plan for 2016 repair to determine how the Board wants to move forward.
- Follow up on need for additional dumpster on Jackson Drive.

R. Nappe made a motion to approve additional dumpster on Jackson Drive. M. Cortigiano, 2<sup>nd</sup>. **Motion Passed.**

- A. Hayden reported that KW Paving had changed name of business resulting in possible issues with current contract for paving. New name is Bluestone Paving and Concrete. Pending new contract for review.
- Work orders continue to be prioritized and addressed.

#### **New Business:**

- Deferred

#### **Old Business:**

- Deferred

**Treasurer Report, Ruth Nappe:**

**Beginning Balance April 2014:** \$179,285.09

**Misc. Income:** \$100 Clubhouse Rental; \$15.00 Resale

**Collections:** Common Fees \$80,544.01

**Adjustment:** Bank interest \$7.29

**Disbursements:** \$61,030.21

**Total Balance April 2014:** \$198,921.18

Checking: \$198,921.18

Milford Bank: \$167,392.59 + \$20.64 (interest) \$167,413.23

All balances agree with the bank and Levey Miller Maretz.

L. Sivek made a motion to adjourn the meeting at 9:03pm PM. K. Kaolian 2<sup>nd</sup>. **Motion Passed.**