

Longmeadow Condominium Association  
**Minutes of Special Owners Meeting**  
November 20, 2011

**Board Members Present:** Ruth Nappe, Bette Carlson, Liza Sivek, Jackie Steiner, Kit Kaolian; Robert Shelnitz and Arin Hayden of Levey, Miller, Maretz Property Management.

R. Nappe called the meeting to order at 7:39 PM.

R Shelnitz stated there was a proof of quorum, 51%.

Monica Foran, 57 GW, made a motion to waive the reading of the meeting notice. 2<sup>nd</sup> by Mary Ellen Carangelo, 45 GW. **Passed**

R. Nappe read the purpose of the meeting: Approval of a \$500,000 line of credit with The Milford Bank for 15 months that automatically converts to a 7 or 10 year fixed rate term loan thereafter. The collateral will be an assignment of common fees and assessments. This line of credit is offered at prime plus 1.0%. Prime is currently about 4.34%. This loan would be used to add drainage and make water damage repairs on parts of Penn Common, Greenwich Way and Jackson Drive.

R Nappe opened the floor for comments and questions. Bob Fiore, 27 SW, asked the Board to elaborate on drainage repair that would be done and asked if estimates had been given by contractors and if drainage inspection had been done on all catch basins. R. Nappe explained what repairs are to be done and that estimates had been given by two contractors. Nappe also explained what inspection had been done that brought these necessary repairs to light.

Holly Chebow, 52 SW, asked if the entire \$500,000 would be used during the 15 months period before it converts to a loan. R. Nappe said that yes, it would be used in full within that time since the repairs were expected to be above that amount.

Janice Mongillo, 72 SW, asked what the pervious roofing loan balance was and who gave the estimates for these repairs? R. Nappe stated that the roofing balance is approximately \$650,000. The estimates had been given by Bob Austin and Seal Tite, with Bob Austin's estimate being lowest by over \$60,000.

Mike Maranello, 11 GW, asked if a work order has to be put in to management for repairs to be done. R. Nappe stated that inspections of all crawl spaces (81 in total) had determined that 61 of those needed repairs of one type or another and/or drainage outside of units and no work orders were needed.

Marc Mehlman, 71 SW, asked if, historically, Longmeadow had paid for major repairs through assessments or loans as we are now doing. R. Nappe stated that siding, windows and other projects were covered in the budget, while the pool, the parking lot were done by special assessment. The roofing project was done as a loan to avoid a large assessment.

Nappe also noted that the major mold remediation and water damage repairs needed on Greenwich Way depleted the funds in the budget and the reserve, making a loan necessary for these upcoming repairs.

Pat DiNatale, 9 SW, asked if money will still be put aside for regular maintenance while this loan is being paid off. R. Nappe stated that the budget would allow for regular maintenance and loan payments.

Kathy Cirko, 73 SW, asked if taking this line of credit for \$500,000 meant we would have a total of one million in loans outstanding. R. Nappe replied affirmatively and stated we had one million in loans outstanding for the roofing project before it was paid down.

J. Mongillo, 72 SW, asked what amount has been paid on the roofing loan? R. Nappe stated that we have paid approximately \$400,000 in 4 years.

B. Fiore, 27 SW, asked if we had approached the government about grants to pay for this project? R. Nappe stated that we could certainly look into that, but they would take time for approval and the repairs are needed now.

K. Cirko, 73 SW, asked why the areas and drains needing repairs were not inspected every other year? R. Nappe stated that this water problem in the crawl spaces of the affected buildings is a recent phenomenon and that no issues were found earlier. She noted that inspections will occur on a regular basis from this point forward.

Dawn Bellatone, 70 SW, asked if the new, more efficient gutters and roofing could have attributed to the change in the water collecting in these crawl spaces now. R. Nappe and B. Carlson said that while the change could have affected some water collecting in grassy areas, the major issue is the ground water is at a higher level due to the severe weather patterns we've experienced in the last year.

M. Mehlman, 71 SW, asked if the breakdown of the cost per unit would be about \$2300? R. Nappe said, yes, that would be approximately the obligation per unit.

Anita Sanford, 68 GW, asked if the new gutters that have water coming out faster and under more pressure, and the leaders not being long enough, could affect the water issue. R. Nappe stated that while that could cause water to collect in the grass area and get into crawl spaces, the water issue that this repair would correct is not from this change.

Paula Foran, 5 JD, stated that Longmeadow is built on a filled in swamp and that after 45 years, the fill has settled and the groundwater is seeping in. She also stated that cement crawlspaces versus cinderblock crawl spaces made a difference on what units are taking on water.

M. Foran, 57 GW, made a motion to approve \$500,000 line of credit with The Milford Bank for 15 months that automatically converts to a 7 or 10 year fixed term loan thereafter. The collateral will be an assignment of common fees and assessments. This line of credit will be offered at prime plus 1% variable. Prime is currently approximately 4.34%.

Justin Andrew, 4 JD, asked what the ETA to finish this project is and if the loan approval was holding up the start date. R. Nappe stated that the loan is needed to start the project and the expected start date for the drainage is Spring 2012.

M. Mehlman, 71 SW, asked if we could pay the loan off early. R. Nappe stated that yes, it could be paid off early.

Motion 2<sup>nd</sup> by P, Foran, 5 JD, Passed **with 111 votes or 51%, which included 2 "no" votes and 1 abstained.**

The meeting adjourned at 8:30 p.m.