

Aspetuck Condominium Association, Inc.
Board of Directors Meeting
September 15, 2015

Present: Jim Tupko, Janet Webster, Beth Nelson, Wayne Winsley, Jane Gregory (arrived at 7:25 pm), and Terri Montaroli, Scalzo Representative.

The Meeting was called to order at 7:03 pm by Mr. Tupko, President.

Proof of Notice of Meeting

Mr. Tupko said the notice was e-mailed, posted on the bulletin board and available on the webpage.

Approval of Minutes – May 19, 2015

Mr. Tupko moved to approve the May 19, 2015 minutes, seconded by Mr. Winsley and passed unanimously.

Old Business

A. 2015 Maintenance Issues

Mr. Tupko said it was suggested that there be a snow removal tow policy. Last winter, the owner of Unit 21 did not remove his or her car and it became a safety hazard. After duly notifying the owner, Mr. Tupko had the car towed. The owner has withheld the common charges that now add up to \$1200.00. Mr. Tupko said there were no slip and fall claims last year thanks to the diligence of getting car owners to move their cars. Mr. Tupko said if property owners would notify the Board, then they could get someone to shovel out the car and move it for the owner. Mrs. Nelson suggested the policy that Mr. Tupko proposed should just say if the person is not going to be in town for a while to let someone on the Board know. Mrs. Webster said they should notify the Board if for any reason they might not be able to move their car, for example if they are in a hospital.

Mr. Winsley moved to approve the snow removal tow policy with the additions as noted during the discussion, seconded by Mr. Tupko and passed unanimously.

Mr. Tupko said Unit #1 has a water issue in the Winter when snow melts and comes over the wall. A curb was put in place this past year but it will not be sufficient for a more long term fix. Mr. Tupko contacted Josh Coolbeth who suggested that a swale be dug into the hill at a cost of \$1500.00. Mrs. Webster asked if any piping would be put in and Mr. Tupko said just the swale would be cut. Mrs. Nelson asked how long he guaranteed the swale to work and Mr. Tupko said two years. Mrs. Nelson felt like this was a lot of money for just digging out the dirt. She asked for a second opinion.

Building Permits

Mr. Tupko said that he has arranged with the Town Attorney and the Town Building Department that no Building Permits will be issued without the consent of the Board. This will eliminate issues such as those that arose in unit 183 with the replacement of windows and doors.

FHA Certification

Ms. Montaroli said she provided documents that had been requested and said that it would be 2 to 5 business days before she knows if they have been received and accepted.

New Business

Unit 183 Windows/Fine

Mr. Tupko said the windows have been replaced and restored to the original look. The fine was accruing at \$25 per day from November 20th and he was suggesting that the fine be waived and the unit owner should only be responsible for the legal fees of \$936.00.

Mr. Tupko moved to forgive the \$25 per day fine for the owner of unit 183 and have her only pay the legal fees of \$936, seconded by Mr. Winsley and passed unanimously.

Lawn Issues

Mr. Tupko said he had a quote of \$3,000.00 to remove the grubs and will use LandCo that uses the True Green.

Mrs. Webster moved to approve the \$3,000.00 for LandCo, seconded by Mr. Tupko and passed unanimously.

(Mrs. Gregory arrived at 7:25 pm.)

Dryer Vents Townhouses

Mr. Tupko said that Unit 90, a townhouse, had to have the dryer vent replaced because it was plastic, 30 years old, and could not be cleaned. Mr. Tupko got a quote of \$398.81 to replace the plastic dryer vents with metal. Mrs. Webster asked how many townhouses needed replacements and Mr. Tupko said 44 to 46 units. Mrs. Webster asked if the association paid for this and Mr. Tupko said yes because the vent is between the floor and ceiling and the owner has no access to it. Mr. Tupko suggested the association do one building at a time which would cost about \$3,500 to \$4,000.

Jessica Falwell, a townhouse unit owner, said her vent was grandfathered to vent into a bucket of water in the attic.

Mrs. Gregory said the townhouses were all different in construction so they might need to be examined building by building. Mr. Tupko said he got the quote from VentGard LLC and they can look at doing one building at a time. Mrs. Webster said this would be energy savings and Mrs. Gregory suggested that would mean no sales tax.

Mrs. Webster asked if the unit owner would be responsible for the painting if the ceiling had to be cut open. Ms. Montaroli said that a note could be sent stating that the Association will be replacing the dryer vent but it is up to the owner to do the painting.

Mr. Tupko moved to have VentGard replace the dryer vents and to have the unit owners be responsible for ceiling patch and painting, seconded by Mrs. Gregory and passed unanimously.

A/C Brackets Garden Units

Mr. Tupko noted that people were sent a notice to put brackets under their A/C units or the association would do the work and bill the unit owners. Four unit owners needed to be billed approximately \$52 each.

Mr. Tupko moved to bill four unit owners for the installation of A/C brackets, Mrs. Nelson seconded and passed unanimously.

Roof Building 1

Mr. Tupko noted that the Board had approved Lowe's to do this work but they had asked for 100% up front. Mrs. Webster asked why Building 1 was chosen and Mr. Tupko said Scalzo's team checked them all and determined Building 1 is most in need. Ms. Montaroli said unit 122 has a leak in the roof boot. Mr. Tupko said Newbert Roofing gave a quote of \$12,375 for the roofing.

Mr. Tupko also noted that CAU did a walkthrough and determined the roof leaked and so they will not pay for any damages.

Mrs. Nelson asked if the money was in this year's budget and Mrs. Gregory said it was.

Mr. Tupko moved to approve the Newbert Roofing quote for the Building 1 roof, seconded by Mr. Winsley and passed unanimously.

Tree Work

Mr. Tupko said there are a group of pine trees and a 90 foot hickory that need to be taken down and a small maple along the field. He said he got quotes from Emmons (\$2,375.00), Jeff's Tree (\$3,600.00), Gentile Tree (\$2,700.00), and Steve's Trees (\$5,300.00).

Mrs. Gregory suggested that the Board offer to sell the hickory to someone interested in it.

Mr. Tupko moved to use Emmons to do the tree work and to try to find someone to buy the hickory, seconded by Mrs Gregory and passed unanimously.

Chimney Inspections

Mr. Tupko said that the Scalzo group was going to formulate a list of inspectors, the Board would send it out with a recommendation and would await a report from unit owners. The time frame is the end of October.

President's Report

Mrs. Webster asked about the approval of bills and said she often did not know what the bills were for. Mr. Tupko said that the bookkeeper would usually highlight something if it was out of the ordinary. Mr. Winsley said he usually waited for other Board Members to approve the bills before he did.

Mrs. Webster asked about the e-mail from Dan Readyoff about late common charges and asked why there was no policy in place. Mr. Tupko said there was a policy in place he just wanted to know what the Board wanted to do about Unit 21.

Mr. Tupko said three buildings were painted this year and the decks redone. He said there was one issue where boards had to be replaced and the contractor put up new ones but used pine and the knots ran through so he asked for a one year guarantee. He said he will be getting quotes on three more buildings for next year.

Mr. Tupko said there is a potential issue with gas grills because a new Fire Code came out regarding decks and balconies. He said the Fire Marshal has not yet decided what to do. They approved the small camping bottles of propane in the past. Mrs. Gregory suggested they talk to the insurance company.

Executive Session

Mr. Tupko moved to adjourn the meeting at 8:45 p.m., seconded by Mr. Winsley and passed unanimously.

The next Meeting of the Board is on October 20, 2015.