

ASPETUCK VILLAGE CONDOMINIUM ASSOCIATION, INC.
Board of Directors Meeting
May 23, 2017

Minutes

Present: Board Members, Jim Tupko-President, Wayne Winsley-Vice President, Jane Gregory
Treasurer: Travis Hyatt-Scalzo Representative;(Absent: Beth Nelson and Adam Gregory)

Call to Order

Mr. Tupko called the Meeting to order at 7:00 p.m.

Proof of Notice of Meeting

Mr. Tupko said that the Meeting Notice was e-mailed, posted on the webpage, posted outside the clubhouse and posted in the laundry room.

Approval of Minutes

The minutes were reviewed.

Mr. Tupko made a Motion to approve the Minutes of the February 21, 2017, Meeting. The Motion was seconded by Mrs. Gregory. There was no discussion. The Motion passed unanimously.

Mr. Tupko made a Motion to suspend the rules to add 3 items to the agenda. The Motion was seconded by Mr. Winsley. There was no discussion. The Motion passed unanimously.

NEW BUSINESS

A: FEMA Flood Insurance

Mr. Tupko indicated that the Association had received a letter from FEMA indicating that the flood certificates had expired. Mr. Tupko, contacted A.H. Howland, who explained that the flood certificates do not expire and that unless there are modifications to the building or the land they are acceptable. Mr. Tupko also said he contacted FEMA to verify this. Mr. Tupko said that we have experienced a \$1000.00 dollar increase, per building last year and we should expect the same this year.

B: IAUNDRY ROOM

Mr. Tupko explained that the Association received a letter from CSC Service Works saying that they were adding a 9.75% administrative fee to be applied quarterly which will result in a reduction of income to the Association. Mr. Tupko indicated that after legal review of the Associations current contract with MacGray, who has been bought by CSC Service

works, has been breached by this administrative fee application. Mr Tupko said that he would explore other companies to provide services to the Association.

C: Fire Marshal inspection billing

Mr. Tupko indicated that the Association has received a bill for the Fire Marshal inspection of the 144 single bedroom units. Mr. Tupko said he has contacted the Fire Marshal's office about the former payment arrangement that provided that the unit owners were billed individually and the Association paid for the laundry room and clubhouse inspection only. Jane Gregory made a motion to endorse Mr. Tupko's position on payment. Mr. Winsley seconded the motion. There was no discussion and the motion passed unanimously. Mr. Tupko is awaiting further discussions with the Fire Marshal.

D: Foreclosure Policy

Mr. Tupko said that the State of Connecticut now requires that the Association would need to adopt a Foreclosure Policy to allow foreclosure actions to be brought against unit owners who are delinquent in common charges or have a have separate votes for each unit foreclosure action. Dan Readyoff has prepared a formal policy for the Board to vote on if it wishes. Mrs. Gregory expressed concern over any attorney fees that the Board would incur. Mr. Tupko said that Dan Readyoff indicated that his fees would be awarded by the court in any foreclosure action. Mrs. Gregory also said that she wanted to make sure that the Board had control over the attorney's actions. Mr. Winsley expressed concerns that the foreclosure process only be implemented after all reasonable alternative actions have been exhausted. Mr. Tupko said that Dan Readyoff has furnished us policy recommendations for us to review. Mr. Tupko said that we can discuss the policy at a later date. Mrs. Gregory expressed a desire to have a set time limit to implement a foreclosure action. Mr. Winsley said that he felt that 90 days would be a good time limit before foreclosure was implemented.

E: Foreclosure Actions

Mr. Tupko made a Motion to allow Attorney Readyoff to initiate a Foreclosure Action against Unit 113. The Motion was seconded by Mrs. Gregory. There was no discussion and the motion passed unanimously.

Mr. Tupko made a Motion to allow Attorney Readyoff to initiate a Foreclosure Action against Unit 180. The Motion was seconded by Mr. Winsley. There was no discussion and the motion passed unanimously.

F: Maintenance

1: Sidelights: Mr. Tupko said that we need to address the substandard sidelights that are currently in the 37 common entry doors to the single bedroom units. The sidelights that are currently in use have no capillary tubes to adjust the air pressure and the spacers

are being pulled in and the air seal is being compromised on some units. Each door has two sidelights. There are currently 34 sidelights that have lost the air seal. Mr. Tupko said he has 62 replacement sidelights with capillary tubes that have been furnished to the Association free of charge by Brockway Smith. It has been estimated that it would take 45 minutes to remove and replace an individual unit. Mrs. Gregory was going to look into having someone quote the Association on doing the work.

2: Open flame grills on decks: Mr. Tupko said that there is a National Fire Code change to prohibit the use of open flame cooking devices on decks in Condominiums. Scalzo will notify the owners of units with decks to remove them. Electric grills will be the only type allowed on units with decks. Mr. Tupko indicated that the Board should update the rules and regulations to reflect this change.

3: Mailbox pads and concrete areas: Mr. Tupko said that the mailbox pads have areas that are deteriorating and causing the mailbox posts to rust. Also this is causing a trip and fall hazard to residents. Mr. Tupko said he purchased a rust convertor and undercoat spray and treated and sealed the rusty areas on all the mailbox posts. Mr. Tupko said that he has requested refurbishment quotes for the concrete work.

4: Ticks Spraying: Mr. Tupko said that because of the severity of the tick infestation this year and the change to using an organic cedar oil this year, he has received approval to treat the wetlands field. However the contractor had issues with the product getting into the waterway. He recommended the use of small cylinders that have food in them and function like a rodent wash. These could be placed around the field and would provide some additional protection against the tick population.

5: Clubhouse entry concrete slab: Mr. Tupko said that the concrete slab at the clubhouse is sinking into the ground and pulling away from the building. Mr. Tupko said that he has received a quote for \$1400.00 from a company that will raise the slab by injecting a plastic polymer under it. Mrs. Gregory suggested the Board get a quote to replace the slab also. Mr. Tupko said he would look into the cost.

G: PAINTING 2017

Mr. Tupko said that this year we have a bid to paint 4 buildings. He said in 2015 we spent \$15922.00 to paint 3 buildings and 9 decks and 9 meter boxes. We also repaired 9 decks and replaced 2 building sides and 2 gable vents. In 2016 we spent \$14673.00 to paint 3 buildings, 5 chimneys, 9 decks, and 9 meter boxes. We repaired 9 decks, 2 chimneys, replaced 1 building side and 3 gable vents. The proposal we have received for 2017 is \$12883.00 to paint 4 buildings, 12 decks, 9 meter boxes and 3 chimney's and 4 gable vents. Mr. Tupko said that is was difficult to obtain competitive bids for the painting and woodwork. This would completer all the single bedroom units in the North end. Mr. Tupko said that in 2018 we would plan on painting and repairing 3 townhouses and the clubhouse. Mr. Tupko made a motion to approve the bid from Certapro Painters to perform the work in 2017. Mrs. Gregory seconded

the motion. There was no discussion and the motion passed unanimously.

OWNERS COMMENTS – NONE

At 8:15 p.m. Mr. Tupko made a motion to adjourn. The Motion was seconded by Mr. Winsley. There was no discussion. The Motion passed unanimously.