

## **Edgewater Condominium Association**

### **Board of Managers' Meeting 3/29/2025**

***CALLED TO ORDER BY:*** David Gayley at 11:00 AM

***MEMBERS PRESENT:*** David Gayley, President Kimberly Alonge, 1st Vice President, Gregory Smith, 2nd Vice President, Nanette Bartkowiak, Treasurer, Charles Sist, Secretary, Richard Clawson Manager

#### ***Attendees:***

Gayley #1103  
Robertson #1003  
McCarthy #409  
Wood #902  
Davis #309  
Krzeminski #403  
Horn #509  
Jones #1102  
Laird #406  
Smith #402  
Rowe #1007  
Shearing-Mead #507  
Lazarony #505

#### ***OPEN FORUM FOR GUESTS***

Rick stated that he had received a letter from the resident, R Correll who had been bitten by a dog on N. Light Road in December of 2024. She had been notified by Westfield Animal Control, that the dog had been put down in late January. The letter further stated that after repeated requests to the town for documented evidence of this action, the letter goes on to say that the action was completed. The letter then goes on to state that the dog that was put down was in fact, not the dog that had bitten her. Rick stated that people who walk on N. Light Road should take care and be aware of this situation.

#### ***TREASURER'S REPORT PREPARED BY NANETTE BARTKOWIAK:***

|                             |               |
|-----------------------------|---------------|
| Lake Shore Checking Account | \$ 137,683.37 |
|-----------------------------|---------------|

|                            |                     |
|----------------------------|---------------------|
| Lake Shore Reserve Account | \$ <u>59,683.73</u> |
|----------------------------|---------------------|

|                               |                      |
|-------------------------------|----------------------|
| <b>Total Checking/Savings</b> | <b>\$ 196,914.10</b> |
|-------------------------------|----------------------|

|                                   |                                               |
|-----------------------------------|-----------------------------------------------|
| Accounts Receivable               | \$15,917.21                                   |
| Current estimated net income/loss | \$ 18,063.99                                  |
| Capital Project Expenses.....     | \$ 2,177.67 Fire Proof Cabinets (maintenance) |
| Delinquency: HOA >90 days         | \$ 682.74                                     |

Dave asked for a motion to accept the Treasurer's report. Greg made a motion and Kim seconded the motion. The motion carried 5-0 without discussion

#### ***SECRETARY'S REPORT PREPARED BY CHARLES SIST:***

A motion to approve the Secretary's report of meeting minutes from February 2025 was made by Nanette and seconded by Greg. The motion carried in favor by 5-0, without discussion.

## **MANAGER'S REPORT PRESENTED BY R. Clawson**

### **New Hires**

Rick stated that he had hired a person to perform cleaning in the pool building, lounge, both laundries, office, and exercise room. He stated that he plans to hire a full-time person to perform mowing during the summer season. Harry is going to be dedicated to perform painting of the buildings. John will be responsible for the pool and the waste treatment plant.

### **Radar Sign Installation**

The unit is scheduled to be installed this week, weather permitting. The unit will reflect the speed of the vehicle as you pass the office building. The speed on this property is 10 mph and should help people to regulate their speed in the common area. There are several people walking now that the weather is moderating.

### **Mail Box Water Problem**

Rick stated that the Board is still investigating the problem with wet mail in the box for unit 404. Rick also stated that he had investigated a possible fix for this problem. He has found a liner to elevate the mail so it does not lay in any water that may have accumulated in the mail box. Full replacement of these boxes would be a large expenditure (\$10,000 to replace). The problem will continue as a carry-on item for future consideration.

### **Pool Maintenance Certifications**

Both of our Maintenance personnel have completed a pool certification exam on line. John Howser will be tasked with the pool maintenance, water chemistry and equipment maintenance.

### **New Pool Access Fobs/ New Tags for motor vehicles, bicycles, kayaks etc.**

Maintenance is planning to start replacing the old pool access key system with a new one that will require residents to turn in the old one at the office. The residents will then be given a new key along with new identification tags for their cars, bicycles, kayaks, boat, motorcycle. The new tags will be numbered to identify the unit where the item is registered. The resident will also receive a copy of the latest Rules and Regulations

### **New Walking Path**

The new walking path which had been previously discussed and approved by the Board will be started, weather permitting, along Route 5. The contractor (Rizzo Excavating) will be the installer.

### **Transformer Replacement Project**

Rick stated that he has been in contact with the Village of Westfield Electrical Department to supply the community with new transformers. The units which are on order should be available for installation in a couple of months. The first unit to be installed will be the unit adjacent to the 1300 building. The existing units are for installation on power poles. This is why they are fenced in now. The units have open electrical connections which are dangerous to anyone other than trained personnel. The new units will be totally enclosed and designed to be mounted on a ground pad. The cost to the community will be the reconnection of the electrical connections from the existing units to the new ones. Management has requested that the installation be

delayed until the summer occupancy season is over to minimize the outage time and inconvenience the residents in the 1300 building. The Treasurer asked Rick to go over the cost of this installation. He stated that \$20,000 had been previously budgeted for this project. He also stated that this amount should easily cover the cost of disconnecting and reconnecting the power lines plus some materials. Downtime is unknown currently.

### **Porches and Decks Meeting on Replacement**

Rick stated that he is meeting with an engineer on Wednesday April 2<sup>nd</sup> at 8:00 am to discuss the road side decks, handrails and stair ways. He is having the engineer come up with a "standard repair/replacement "specification" to come up with an agreed upon method of doing this remedial work. This design will allow the Board to get bids on a standard which has an engineering basis and not a contractor "best guess."

### **Porch Leaking from Unit 1107-1103**

Rick stated that the correction process is similar as the repair used in building 400 and 500. The process consists of removing the T111 and finding the leak. The owner of unit 1107 has agreed to replace the sliding door and window units.

### ***Committee Reports***

No committee reports were discussed at this time.

### ***OLD BUSINESS:***

#### **400 Building Roof Replacement Proposals**

Dave stated that the following bidders were received for the replacement of the roof in the 400 building. Three bidders, were received and all met specification/requirements. The board has reviewed these proposals and will vote to accept the bid from Stratton Services. Greg requested that the proposed costs of all three bidders be stated for the record. The bids are as follows, #3 Burns & Scallop \$61,191, #2 Braendel \$51,950, #1 Stratton Services \$47,250. Nanette made a motion to accept the bid for building 400 roof replacement be awarded to Stratton Services for the stated amount. She also stated that there was a time frame for completion and that it be an exclusive project. Rick stated that the time for the installation will minimize the effect on the occupants of building 400. At this time, a resident questioned the time frame of this work. The Manager responded by saying that the work will be started and completed without interruption for other activity (exclusive work). The actual start date has not been stated as the contractor has not been notified that the contract has been awarded to them. Nanette stated that the Board had discussed and reviewed each bid and had in all respects performed it's Due Dilligence. After a lengthy discussion with the resident, a motion to accept the bid was made by Dave and seconded by Greg. The vote was 5-0 in favor without further discussion.

### ***NEW BUSINESS/CORRESPONDENCE.***

#### **Garden Water line**

Dave stated that the original budgeted amount was \$2500 but had to be increased to \$3700 due to a hook-up fee by the Village of Westfield. The contract will be given to Rizzo Excavating.

Nanette made a motion to approve the work on the garden water line. Charlie seconded the motion. The motion passed 5-0 without further discussion.

### **Rolled milling paving of office parking lot**

Dave stated that the Board had sent out bids to repave the condo office parking lot with rolled blacktop millings. The bids were sent to two contractors. Knight Excavating who submitted a bid of \$5400 and Rizzo Excavating who submitted a bid of \$4900. Greg asked if anyone had any need to discuss the bids. No one responded to this question. Dave did explain that the process would be to excavate the old stone and replace it with a compacted layer of milled blacktop/tar millings. The removed stone will be stockpiled and used in other places on the property. Dave asked for a motion to accept the bid by Rizzo Excavating's bid. Greg made a motion to accept this bid and was seconded by Nanette. The vote to accept was 5-0 with no further discussion.

### **Flooring replacement request by the owners of Condo 507**

Dave requested a vote by the Board on the request to change the flooring material in condo 507. Dave requested Greg to identify the additional information on the sound transmission reduction level of the new rug and pad material. This requirement which the Board has adopted is stated in the International Building Code Chapter 12, Section 1207. This section on sound "Impact Insulation" value of 50. He further stated that carpet manufacturers do test their products and can supply documentation stating the material meets these values. This documentation can be supplied to you by the manufacturer or your contractor. The Owner confirmed that they understood what information is required by the Board. Dave stated that when this documentation is submitted and the Board can verify that this value meets the IBC Code, then the work may proceed. Nanette supplied additional information on why the Board has requested this further information. She stated that some of the buildings have problems with old sub flooring on the second floors of the units. The Board has taken the position that before any new flooring is installed, the Board must inspect the sub flooring and verify that any corrections have been completed. Rick stated that after the sub-floor repairs are completed, he would like to be contacted so he can verify the work. The sub-flooring work to correct any problems is a cost that the association will absorb. Dave asked for the motion to accept the installation of the flooring contingent on the owner supplying the documentation on the sound impact value of the material. Nanette made the motion to accept. Greg seconded the motion and the motion was passed 5-0 without further debate.

### **Roof Maxx Roofing Restoration Building 1100**

Dave had Rick explain the thinking on having Roof Maxx come in and provide repairs and a preservative spray to the roof of building 1100. The process hopefully extends the life of the roof until it can be replaced soon. Rick stated that the Association will start replacing the unit roofs on a biennial schedule. Roof Maxx has done a thorough evaluation of all the unit roofs and documented the inspections with photos which can be accessed by anyone interested. The cost of the spray application and inspection is \$6650 and will be charged to general building maintenance. Dave asked for a motion to go forward with the roof spraying by Roof Maxx for the cost as stated. Greg made a motion to move forward with this process as stated. Nanette seconded the motion. The motion carried 5-0 without further debate.

## **2025 Rules and Regulation change for clarity**

Greg stated the Board wishes to change the 2025 Rules and Regulations line 441 and 442, in the section on Interior Modifications, Floor Covering to state that "Homeowners wishing to install any type of flooring, must complete a form and submit it to the Board of Managers which has the sole discretion to approve or refuse the request". The Board had discussed this change and wished to clarify verbiage that was contradictory. Nanette stated that this hopefully alleviate any "unapproved" flooring which has been installed by owners without Board approval. Dave asked to make this change to the Rules and Regulations in the form of a motion. Greg made a motion to approve the change. Nanette seconded the motion, The motion carried 5-0 without further debate.

## ***OPEN FORUM FOR GUESTS:***

A resident (#406) asked if there was any time line on the removal of the building 400 chimney chase Rick responded that all the units that had fireplaces have been disabled. Dave stated that all the inspections for that building and the disablement of these fireplaces are documented and the paperwork is kept in the Condo Manager's office. A resident (#404) asked if the insulation would also be replaced as well as the roof. Rick stated that only the roof and any damaged sub-roofing would be replaced. Nanette replied to the owner that if the insulation is damaged by the leaking roof, that the repair would be an additional charge and would be addressed if it was discovered during the work. The Board continued this discussion with the owner and will require further study as the repair/replacement continues.

***NEXT MEETING:*** April 26th at 11:00 by Zoom

***ADJOURNMENT:*** A motion to adjourn the meeting was made by Nanette and seconded by Charlie. The motion carried in favor 5-0., without further discussion. The meeting adjourned at 12:02pm.

***EXECUTIVE SESSION:*** An Executive Session was held after the meeting. No action was taken.

Respectfully submitted,

Charles Sist

Secretary