

**Annual Board Meeting  
November 14, 2007**

**I. Meeting called to order by President Rosemary Gorski at 7:33 p.m.**

**II. 2006 Annual Board Minutes:**

**Motion was made (Jon) and seconded (Lorraine) to approve the 2006 Annual Board minutes.**

**III. Election of Officers:**

Rosemary gave the owners a brief background of the duties of the officers on the Board. Floor was opened to nominations to fill two vacant seats, a two-year term to replace DeAnna Renko (member-at-large) who retired, and a one-year term to replace Cara Carter (treasurer) who has moved. John Kisko and Anna Santos de Dios both expressed interest in serving on the board. **Motion to close nominations, and vote for these two new officers by acclamation was made and Passed.** The board will meet later to determine who will fill which term, and what role each board member will fill.

**IV. Officers' Reports:**

**A. President**

It's been a busy year for maintenance, we painted interior hallways, exterior trim and railings, sealcoated and restriped the parking lot, moved and installed several downspouts, repointed mortar in several buildings. We also had some winter storm and ice damage. We inspected plumbing in each unit, as well as the dryer vents and chimneys. We have been considering installing Verizon FiOS service, which has the benefit of providing fast internet/phone/ cable service but also some cons (potentially ugly wiring, expensive to uninstall FiOS and reinstall traditional cable/phone lines), We have also hired a new lawyer (Kim O'Halloran).

We have accomplished our objectives for the year, and are looking forward to next year.

**B. Property Manager**

1. Water Use

We have completed our plumbing audits in each unit, and found a number of leaking toilets. This audit was undertaken due to a sharp increase in our water bills and a desire to address any waste. We will follow up with residents who were found to have problems that will require them to repair

or replace leaking faucets, toilets, etc. There will be a chance to have your unit inspected if you missed the first round.

The board has also approved a \$75 credit for each resident who installs a low-flow (1.6 gallons per flush) toilet (whether or their own or as part of a group deal), to encourage more residents to change over (which will save us considerable amounts of money). We estimate that this will save about \$113 per year per unit at current rates. We are offering this credit to anyone who has made a replacement since January 1, 2005 to be fair to people who have already taken this step. We have also solicited three bids for bulk toilet replacement (\$335-\$446/unit).

There was discussion from residents about the toilet replacement and water usage. One asked about whether or not we can mandate toilet replacement (our lawyer confirmed that we can't), another asked about the models we selected and if she could replace it on her own and still get the credit (we confirmed that she can). A resident asked why our water use has gone up, and the response is that removing the car wash and outdoor hoses has reduced water use by ~\$2400 per quarter, more residents are double-occupying single bedroom units (meaning more water consumed), and water rates have also gone up.

## 2. Water infiltration

There are several concrete areas where non-waterproofed foundations are allowing water to infiltrate into the basements. We contracted an engineering firm to investigate this, and they are going to provide us with a proposal to address the problem. This will be a major repair. The affected buildings are 2604, 2603, and 2409, as well as minor issues in 2803.

## V. Committee Reports

### A. Landscaping

Jon Fisher reported on the landscape situation:

1. We have hired an arborist for our property, who has completed a large amount of work this year, including: removal of dead and dying trees, removal of dead branches, removing trees in areas that are overplanted, and planting of some new trees. He has also provided general landscaping advice.
2. We tried to get our landscaping company (Bladerunners) to work with us to improve the quality of our lawn and shrub care. Unfortunately, we cannot afford the hand pruning that our shrubs need to really thrive, but we tried to work with them to less intensively shear our shrubs to let them recover somewhat. We were largely unsuccessful,

and the primary result was overgrown shrubs, but on the plus side the shrubs are looking healthier after having most of a season to grow without being trimmed.

3. We are planning to hire a landscape architect to work with us on improving our landscape plan, and providing plans in a few areas to spruce up our landscaping. If we are happy with his work, we will hire him on an ongoing basis to act as our liaison with Bladerunners or whatever other landscape company we use, as well as to provide plans for various areas of the landscape that need improvement.

## VI. Owner's Forum

- A. Matt Becht 2603 #101: What is the possibility of a catastrophic failure such as a mudslide? RESPONSE: None. The foundation is not at risk, and these non-waterproofed foundations are fairly common for buildings of this age.
- B. Christine Smythe, 2607 #103: Is rust on new water heaters a possible indication of water problems? RESPONSE: Jeff is hoping to elevate the water heaters further up to help protect them from future water problems. Jeff recommends that the board not spend a lot of money on attempting to address the rust until we solve the infiltration problems. When there is significant rain, these areas are wet-vacced, and the sump pumps are tested to make sure that they are working.
- C. Gary Young, 2605 #202: He works odd hours, so it takes about 2 gallons of water wasted before he is able to get hot water. How many water heaters are there on the property and how can he get one closer? RESPONSE: There are three water heaters that serve the entire complex. If we set the water temperature higher, it will be scalding in some units, so we have to balance between that and making sure everyone has hot water. It also will inevitably take more time when you use hot water at off-times, since the boiler is not fired up. Jeff will investigate installing an additional booster pump. There are also point-source heaters that can be installed in your unit which heat water on demand and work quite well.
- D. Leslie Brown (unit):
  - a. Has anyone installed new air handlers in their units? RESPONSE: A few people indicated that they had, and would follow up with her.
  - b. Someone left a ton of boxes by the dumpster behind 2800. Can our porter neaten that up? RESPONSE: The recycling company will take them, Jeff can ask Luis (our porter) to break them down when he sees them.
- E. Anna Santos De Dios (2403): Have there been efforts to put up more bikes rack where there aren't any? What about removing abandoned bikes and hazardous materials? RESPONSE: We have

determined that there are bike racks in each courtyard, and they all have additional room currently, so we are not installing additional ones at this time. We will be doing a round of cleaning out abandoned bikes and other materials left outside of the basement bins. Please also let us know if you see people dumping trash (especially heavy items or construction materials) in our dumpsters; we have to pay extra for special pickup of these items.

- F. Daniel Mariam 2401, #202: Can we get security locks on the main doors? He found a homeless guy sleeping in the hallway in 2605 5-10 years ago. REPNONSE: It's extremely expensive to put these in, and while the board considers this issue on a regular basis, we have continued to decide not to pursue them since we live in a pretty low-crime area. We also have thought about access for emergency personnel (if someone called 911). When people forget their keys, windows are broken, or doors are propped open. Also, studies have found that the safest thing to do is to get into your unit the fastest, as opposed to having extra doors. If you see any suspicious activity on the property, contact the police and notify the board.
- G. Tita Ponce, 2509 #301: She has some new neighbors who are being discourteous with regards to construction debris, scuffing up paint, etc. It has been reported to Jeff, but is it possible to send a note to them to ask them to be courteous to their neighbors? RESPONSE: Jeff just sent the new unit owner a copy of the rules and regulations and the owner's handbook, and is working with her on these issues. Our porter will do touch-up work in the hallways this winter when he has less work to do outside. Jeff will also put something about this in our next hallway, as some hallways are already in bad shape. If we can prove who is doing it, we can levy a fine on them, but it is difficult to prove after the fact.
- H. Marlene Drohan, 2813 #101
  - a. : You can't read our street numbers on the Rt 50 side due to inadequate lighting. RESPONSE: We have ordered replacement light fixtures for that side of the buildings which should provide greater illumination of the front stoop and numbers. They should be installed right after Thanksgiving.
  - b. Arlington trash trucks are frequently coming through our property, why? RESPONSE: They are checking the trash containers in the park by the school.

## **VII. Meeting adjourned at 8:54 p.m.**