

Highview Condominium II, Inc.
Board of Directors – Meeting Minutes
October 10, 2017 – 7:30 p.m.

A special meeting of the 2017-2018 Highview Condominium II Board of Directors was called to order at approximately 7:30 p.m. by Sindhu Mathew, President. Board members in attendance: Joseph Cann, Marjorie Cannon, David Cutler, Joan Desantis, Sindhu Mathew, and Madalina Rauscher. Robert Boynton participated by conference telephone. Board members absent: Bernard Davis and Rosanna Fernandez.

The purpose of the meeting was to review spending priorities and the status of remaining 2016 Building Loan projects and related account balance of approximate \$39,000. Noted that the list of 2016 Building Loan projects was approved by the General Membership on 01/28/16, the 5-year loan commenced on 08/22/16, and last project to be completed is the installation of an emergency back-up generator to provide continued operation of the heating boiler, heat circulation pumps, and stairwell lighting in case of an extended blackout.

Reviewing the loan priority for emergency electrical back-up, the question was raised as to whether the generator was a priority, or whether new projects such as redecorating the elevator cab and the lobby should be a higher priority.

Considerations discussed:

- 1) The Building Loan projects list was reviewed and approval voted by a majority of unit owners at a General Membership meeting. If an item on the list approved by General Membership should be deleted or replaced by something else, that decision should be brought to the General Membership for a vote as well.
- 2) Emergency electrical back-up system rationale.
 - a) Discussion of three extended blackouts in recent years. Several board members had not experienced these events, but a majority had and expressed belief that they are increasing in frequency and severity, whether due to ConEd or extreme weather. For whatever reason, the electrical grid servicing Highview II has been less dependable in recent years and several black-outs have extended into days.
 - b) Present emergency hallway and stairwell lighting is only designed for a timely emergency evacuation of the building. It is not designed to operate for more than a few hours at most. After 30 minutes to several hours, all of the hallways and emergency stairs go completely black. Without windows on the hallways and stairwells, it's completely black even during daylight hours and presents an unsafe situation that should be anticipated.
 - c) Risk to building's heating system: Without hot water continuing to pump through the heating system, in case of a winter black-out the building is at risk of one or more cracked water lines. The building only has one single operating zone, any single leak requires shutdown of the entire building's heating system until repairs can be made, and even more problematic to get plumbers and repair supplies during a regional emergency.

The risk of heating failure is made greater by inadequate maintenance by unit owners of their heat/AC units which should be removed annually (an unit owner expense) for cleaning and resealing. Even with the heating system fully operating, the building has suffered two unit failures due to sub-zero cold air coming in around a unit and freezing a heat pipe during winter. Without any hot water circulating through the heating pipes for 24 hours or more, a single winter blackout could lead to multiple plumbing failures, possibly so catastrophic in scope as to require extended evacuation of the building.

- d) Although a complete full-building emergency electrical back-up would be a wonderful safeguard appreciated by many residents, NYC permitting, larger size/cost of generator, and significantly greater scope of electrical work would make the cost of a complete full-building system much greater than the conservative system that has been spec'ed for safety (only providing extended back-up of emergency stairwell lighting and building heat, thereby allowing continued safe occupancy during adverse conditions).

It was affirmed that the remaining loan funds would remain directed to completion of the authorized list. Noted that several of the completed projects of the loan had been expanded in scope during their completion and had exceeded their initial budgets, leaving less for the remaining projects. It was agreed that whatever delays are encountered by generator project will only increase available funds for this last project as \$36,500 in the current year's budget is designated for Capital Savings.

Until completion of the loan project list, any new projects identified by the board should be funded from the general operating budget. New projects include lobby furniture, elevator cab renovation, and additions to the building's security system.

There was discussion of stains already appearing on the new carpet and minor tears in the new wallpaper. Considered attributable to improper disposal of garbage and moving violations. Discussion of possibly allowing moving and deliveries on Saturday. Noted that this has not been allowed on account of the building only having one elevator and only a 9am-12pm porter on weekends. With more residents home on weekends, allowing moving and deliveries to take over the elevator might inconvenience a majority of residents. With the weekend porter's limited time to clean the building, dedicating time to supervise moves and deliveries would require his time available for cleaning and processing garage and recycling. Boynton will draft moving rule for review/discussion at next regular board meeting. Noted that a moving policy is already in place on website to use as template.

The meeting was adjourned at approximately 8:15 p.m. Minutes submitted by Robert Boynton, Secretary.