

Highview Condominium II, Inc.
Board of Directors – Meeting Minutes
February 26, 2019 – 7:30 p.m.

The third regular meeting of the 2018-2019 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, Joan Desantis, Kathleen DeVaynes. and Sindhu Mathew. Robert Boynton and Madalina Rauscher participated by telephone. David Cutler proxied to Joe Cann. Board member absent: Bernard Davis. Marissa Zinnanti attended from Carriage House Property Management.

1) Financial Report:

- a) There was a detailed discussion of the building's financial accounts and outstanding bills, and ongoing Local Law 11 survey and inspections of interior damage caused by water infiltration.
- b) On 02/05/19, the remaining \$21,758.16 of the 2016 Special Assessment funds were used for the initial scaffolding deposit.
- c) On 02/08/19, additional interior damage from water infiltration was determined to be significant enough for rebidding of the Local Law 11 project.
- d) FY2018 Audit: No update.
- e) Unit arrears: Reviewed.

2) Building Repair & Maintenance:

- a) Awning repair/replacement bids: Awning replacement being held until facade work is completed.
- b) Elevator operation: Elevator completed. Project originally included replacement of cab interior, but would have delayed completion of the project by two months. Edges remain unfinished for future replacement of interior cab panels.
- c) Local Law 11 (Cycle 8) facade inspection: Although initial bidding was completed on 12/26/18 and Basonas was tentatively selected by the board on 01/10/19 after reviewing the bids; when Salamon met with board members and management on 01/18/19 to review the exterior work, there was discussion of interior leaks that had not been reported to Salamon and were not considered to be part of the Local Law 11 inspection. When management then arranged appointments with residents for Salamon to have unit access on 01/25/19, inspections determined a large enough problem for the original 12/26/18 bids to be rebid on 01/31/19. Revised bidding was completed on 02/08/19 and the Board voted this evening to accept the revised bid by Basonas. Noted by Salamon that the expanded scope of work will require additional scaffolding.
- d) Electrical back-up - generator system: On hold.
- e) Elevator cab renovation: On hold.
- f) North sidewalk: On hold.
- g) Garage floor epoxy painting/sealing: On hold.
- h) Security upgrades/repairs: Phase III on hold.

3) Legal Report:

- a) Unit liens and foreclosures: Discussed 6-C and 1-B.
- b) Tenant and unit owner insurance compliance: No update from management.
- c) Unit leases and fines: No update from management.
- d) Website maintenance: No update from management.

The meeting was adjourned at approximately 9:00 p.m. Minutes submitted by Robert Boynton, Secretary.