

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

The fourth 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, David Cutler, Marjorie Cannon, Joan Desantis, and Sindhu Mathew. Robert Boynton and Madalina Rauscher participated by telephone. Board members absent: Bernard Davis and Kathleen DeVaynes. Anthony Piazza attended from Carriage House Property Management in person and Julianne Farrelly from Carriage House participated by telephone.

1) Financial Report:

- a) Account balances: As of 02/28/19 Empire \$41,804.37 and Citibank \$143,743.96.
- b) Building insurance: Julianne Farrelly reported that quotes for insurance slightly higher this year on account of the building's DOB violations.
- c) On 03/25/19, contract with Basonas was signed and initial payment of \$10,389 completed.
- d) Scaffolding: Scaffolding was installed in February in advance of the work beginning to avoid City DOB fine from increasing from \$250/month to \$1,000 per month on the 1-year anniversary of initial Local Law 11 violation. Cost for scaffolding is \$41,000 for first 90 days and \$2,460 per month thereafter. Once the work is completed, the scaffolding will have to remain (possibly several months) until the NYC inspection is completed and certified. Question was raised as to why City is so involved in policing the scaffolding issue. Answer was that on account of being a year late in complying with the law, the scaffolding becomes an overarching safety issue to the City that extends before and beyond the actual inspection and repair work.
- e) FY2018 Audit: David Cutler reported that the FY2018 Audit should be completed in May.
- f) Unit arrears: Reviewed.

2) Building Repair & Maintenance:

- a) Awning repair/replacement bids: Awning replacement being held until facade work is completed.
- b) Local Law 11 (Cycle 8) facade inspection: There was a site meeting on 03/18/19 with Marc Epstein of Salamon Engineering, Basonas Construction, and Carriage House Management, with Joe Cann representing the board.

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 on 03/25/19 to accept the revised bid by Basonas. Noted by Salamon that the expanded scope of work will require additional scaffolding.

Work is scheduled to begin on 04/09/19 and currently estimated to take 45 working days. If additional damage is identified during the project, Basonas will refer to Salamon for close inspection prior to approving repair at the cost per foot or per task agreed upon in original contract. Scaffolding must remain in place until City certification is received.

- c) Electrical back-up - generator system: On hold.
- d) Elevator cab renovation: On hold.
- e) North sidewalk: On hold.
- f) Garage floor epoxy painting/sealing: On hold.

g) Security upgrades/repairs: Phase III on hold.

3) Legal Report:

a) Violations (3) received from NYC DOB for Local Law 11. Will have to go to court.

b) Unit liens and foreclosures: Discussed 6-C and 1-B.

c) Tenant and unit owner insurance compliance: No update from management.

d) Unit leases and fines: No update from management.

e) Website maintenance: No update from management.

f) Smoking policy: New NYC policy for smoking inside building. Will be investigated.

g) Unit owner violations: Fines issued to unit owner for moving violation and disruptive/threatening behavior in the lobby.

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