

221-227 MAIN STREET CONDOMINIUM TRUST UNIT OWNER'S SPECIAL MEETING MINUTES

DRAFT

Time and Place: July 12, 2021, 11:00 a.m.
Via Zoom

Owners Present: Barbara Ween
Gary & Annette Iglarsh
Megan Stanton & Janet Cosort
Charlie Maguire
Rich Madowitz

Also, Present: Donna Golec, Owner of Kendrick Property Management (KPM)

The Unit Owner's meeting was called for a mid-year update to review the state of affairs of the condominium trust, and to provide an opportunity for Unit Owners to raise any issues that relate to the ongoing maintenance of the building and grounds.

The following meeting minutes were prepared by Donna Golec. Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Unit Owner's Annual Meeting.

- 1.0 The meeting was called to order at approximately 11:02 a.m.
A quorum was established.
- 2.0 Approval of Minutes:
The Unit Owner's minutes convened on March 15, 2021, were reviewed, and approved with the addition of the discussion on the repointing & emergency egress.
Voted: Unanimously approved by Owners.
- 3.0 Property Financial review:
 - 3.1 Today's cash – Operating = \$9,008.23 & Reserve = \$34,363.41
 - 3.2 Accounts Receivable – Owner slipped behind & current today.
 - 3.3 Insurance credit of \$600 from previous carrier applied in June & offset by new carrier's monthly premium.
- 4.0 Property Maintenance review:
 - 4.1 Discussion regarding the deterioration of the emergency egress.
 - 4.1.1 Owners prioritized as #1 issue.
 - 4.1.2 Concerns regarding the failing structure with platforms slanting & slippery.
 - 4.1.3 Status of quotes from Scott Keiter, Keiter Builders. As of the meeting no updates.
 - 4.1.4 KPM to create a laminated sign for each back door that states "Emergency Egress Only". Distribute to owners as a reminder to not use for daily egress (emptying trash).
 - 4.1.5 KPM to contact Chet Mitchell, Contractor, for any recommended temporary fixes to improve safety until full job can be completed.
Approved by the Owners.

- 4.1.6 Megan Stanton provided historical information from 2017 when she had a contractor onsite regarding this project.
 - 4.1.7 Discussion regarding notifying the City of Northampton's building dept.
 - 4.1.8 Special Assessment for \$50K to increase the Reserve to have funds available towards this project. This special assessment was approved but later in the meeting revised.
 - 4.1.9 Infiltration of carpenter bees in the rotten wood, overhang & wood structure to be addressed during this project.
- 4.2 Discussion regarding the re-pointing of bricks.
- 4.2.1 Priority #2.
 - 4.2.2 R. Madowitz stated that the current re-pointing project being completed a couple doors down by Eric LaClaire has a cost of \$60K.
- 4.3 Special Assessment of \$100,000 towards the cost of the Emergency Egress & Re-pointing of bricks.
- \$50K due within 4-months.
 - \$50K due with 12-months.
- Voted:** Unanimously approved by Owners.
- 4.4 Age of windows are approximately 20 to 30 years old. Wood trim on the exterior has failed. To replace trim requires removing of the window. Any owner updating their window must have the trim replaced (Association expense).
- 4.5 Common area staircase evaluation to continue even with other projects. Quotes for painting & flooring to be emailed to owners. Flooring – contact Wagner Flooring out of Westfield for them to evaluate redoing the stairs & adding a quality decorative runner. Request to improve lighting.
- 4.6 Power washing wooden structure seems like a waste of time but is dependent upon timing of emergency egress.
- 4.7 New water\sewer connections – Approved 4” pipe to enter the building should the need of a Sprinkler System be required in the future. Less expensive to address now while the back is ripped apart.

Save the date – 2022 Annual Owner's meeting scheduled for Monday, 4/11/22 @ 11:00 a.m. via Zoom. All are encouraged to attend.

The meeting was adjourned around 12:00 p.m.