

SCOTT TOWER HOUSING CO., INC.

"A LIMITED PROFIT CO-OPERATIVE HOUSING COMPANY
FORMED PURSUANT TO ARTICLE XII OF THE PUBLIC
HOUSING LAW OF THE STATE OF NEW YORK"

SUPERINTENDENT INTERVIEWS

Date: 7/11/2023

Location: Community room

In Attendance: Elizabeth Regaldo, Socorro Torres, Anna Velazquez, Yvette Veras, Alejandro Fuentes, Radoncic Ismet

Absent: Mike Byrne, Francisco Martinez

Telephone: Salvatore Lombardo

Minutes: Board Minutes approved on 6/13/2023 motioned by Anna Velazquez , 2nd Socorro Torres.

Agenda:

- Operations update
- One Solution
- Superintendent
- Security Company

Topic 1: Operations

- **Arrears**
 - 14 apartments in arrears totaling \$117,578.01.
 - Letters were sent out if shareholders do not pay the balance by August 31, 2023 they will lose parking and gym privileges and legal actions will be initiated by September 5th.
 - Shareholders in arrears have applied for Emergency Rental Assistance Program (ERAP)program for assistance with arrears, this program does **not apply** to Scott towers since we a Coop and not a rental property.
- **Awning**
 - The back awning will be installed next week. Manager to confirm the date of installation for next week.
- **Parking**
 - 14 shareholders were contacted to rescind parking due to errors in previous management. Shareholders were skipped on the list for parking spaces.

- These Shareholders have until August 31st to respond and give up parking space and be placed back on the waitlist in the correct order based on their original move in date. If a car is not moved they will be towed at shareholders expense.
- New parking stickers were ordered awaiting arrival to renew all parking spaces.
- **Playground**
 - **Waiting on the 2nd proposal for redoing the entire playground including slides.**
 - The 1st proposal was around \$60,000. For flooring and benches to be replaced.
 - Plan to complete the project before winter.
 - Plan to rent a playground for private parties once reopened. Rules and regulations to follow.
- **Dog rules**
 - As per the new manager board to review dog policy since many shareholders have brought in dogs to the building and are not reporting to management.
 - In order to be compliant with housing regulations dog policy will be reassessed and new regulations to follow.
- **Local Law 152**
 - Deadline to complete is 2/24/24.
 - Communications with engineers to get the status of start date. They will let management know by next week.
- **Roof**
 - As per management still looking for grants for a new roof.
 - New roof ranges from 120,000-200,000.
 - Proposal from "B&M" to have the roof sealed which will add 10-15 years to our roof for \$68,863 and 4 year warranty.
 - **Board requesting to negotiate a deal for longer warranty and lower price.**
- **Plumbing**
 - Maxwell plumbing completed repair of leak in lobby by security.
 - Proposal to fix leak in basement:
 - Maxwell Plumbing \$30395 + \$7000 to repair risers for G and H line.
 - NY plumbing \$3800 for both repair of pipe and risers for G and H line.
 - Board agreed to go back to NY plumbing at a negotiated price of \$33000. Awaiting response.
 - **Vote: Yes-5 for NY if price is lowered No-0**
 - Manager brought to the board's attention that the building is paying for plumbing jobs that technically are a shareholders responsibility.
 - Board to clarify what is considered shareholders responsibility and maintenance responsibility.
 - Boiler contract has been renewed, waiting on a vendor to service the boiler for winter.
- **Laundry room**
 - Sebco is in the process of replacing washer # 16.
 - Looking for other vendors to change laundry companies. Bids to be presented once available.

- Discussed laundry new hours: to be open 24 hours. Since gym is already 24 hours.
- Add detergent vending machines in the laundry room to bring revenue to the building.
- **Library/ Storage/Gym**
 - In order to bring revenue to the building manager suggest installing storage lockers in the library for shareholders to use for storage. Moving the library to the board room and removing free holiday storage.
 - Suggested monthly rate: large lockers: \$200, Medium-\$150, Small-\$25-75
 - The board agreed to get a proposal on the project to see if it's worth the cost.
 - The gym equipment contract has been renewed.
- **Vacancies**
 - 5 applications are at the final stages for HPD.
- **Fire extinguishers**
 - 14 extinguishers are expired.
 - Master fire will exchange extinguishers for \$1100.
 - **Vote: Yes-6, No-0**
- **Elevator**
 - Elevator CAT 1 inspection to be done on 9/5/23 on all elevators. Memo to be sent to shareholders.
- **Rule and regulations**
 - New rules and regulations to be updated and provided to all shareholders.
- **New digital bulletin -TV's are Free from Vendors**
 - Manager is in communications with "bulletin IO" they supply TV screens that will allow management and board to display notices as well as events in the neighborhood, MTA time schedule etc.
 - Advertising price is \$0.30 per 3 hours. Manager to see if we can post building memos for free.
 - Tv's to be place in common areas (laundry, lobby, by the elevator)
 - Remove whiteboards from floors.
 - Manager negotiating the amount of TVs for the building . The cost of the screens are free.

Topic 2: One solution

- Clarification on One Solution's role at Scott towers.
- Need to get a contract for services.

Topic 3: Superintendent

- Mr. Nikolle Juncaj was Interviewed on 8/16 by board.
- Board reviewed 5 other resumes that applied through "indeed" and none had qualifications or experience needed for the position.
- Vote to offer position to Mr. Nikolle Juncaj

- Vote: Yes-5, No-0

Topic 4: Security Company

- In communications with Dole Security and USA Security for a proposal to change the company.
 - Dole security will be on site for walkthrough of property the week of the 5th after
 - USA security will follow up on the week of 5th with a date.