

**Patrick E. Gorman, Monthly Board of Directors Meeting**  
**Monday January 9<sup>th</sup>, 2023**

**Directors-** Mr. Wright, Ms. Padmore, Mr. Bender, Mr. Campbell, Ms. Powell, Ms. Fields, Ms. Johnson

**Staff-** Ms. Joseph (Site Manager), Mr. Nardo (Site Manager), Mr. Fuerst (Metro), Ms. Khindri (Attorney), Mr. Marque (Superintendent)

**Shareholder-** 1381/6K Carmen Jackson, Christina Serrano (daughter)

**Shareholder Segment-** Ms. Serrano spoke for her mother asking questions concerning the state of her mother's apartment, where there was a fire in December 2022. Ms. Serrano wanted to know if there were any updates on the progress of restoring the apartment? Mr. Bender stated the information the manager and he gave Ms. Jackson as to the progress of the restoration of the apartment was the same. The state has the insurance recommendation for the asbestos removal company. We are waiting on this approval. Ms. Serrano stated the communication between her mother and management is very disconcerting and there is a lack of respect towards her mother. Ms. Serrano stated that they asked if her mother could have another apartment will the renovation is ongoing? Mr. Bender and the manager told Ms. Serrano the state got involved with this case and after a review of all aspects decided they would not approve another apartment. Ms. Serrano asked for the person at HCR she could speak to regarding this decision, Mr. Bender told her to speak with Lauren Williams our state rep. Mr. Bender stated a politician called the office and spoke with Ms. Joseph concerning the repairs and another apartment. Ms. Joseph said there is no vacant Apartments at this time even if the state approved the move. Ms. Joseph stated when there is a fire it takes time for the paperwork is finished and the insurance company investigations. Ms. Serrano ask if her mother could have a copy of the fire marshals report? Ms. Joseph, she has never received a report from the fire department but will ask Vanessa in Metro office if they were given a report. Ms. Jackson told Vanessa in Metro office she is currently living with her sister but goes from houses hold to household. Discussion- Ms. Fields asked if the shareholder was not behind in her maintenance would she have been given an apartment? Ms. Joseph said there is no apartment available. Asbestos- Ms. Joseph stated they received two proposals waiting for one more before we can look at the bid packages and decided on the company to use. The deadline for submission is Friday. Ms. Fields asked if having the Fire Marshall report holding up the process? Ms. Joseph said no. Mr. Bender asked if there are any more questions concerning Ms. Jackson apartment? Mr. Bender questioned Ms. Joseph concerning a report in her office supposedly from the Fire Marshall. The report was concerning an estimate from the elevator company. Ms. Khindri stated she should request a copy of the report online. Ms. Joseph said Metro is working with the fire department concerning the cause of the fire. Ms. Padmore stated a rumor that the fire was cause by excess grease. Ms. Joseph said that was verbally stated by someone, Ms. Padmore said nothing should be said unless it is written.

**Superintendents Report-**

**Leak –** Ms. Padmore question concerning the leak in apartment 6H has it been repaired. Mr. Marque explained the leak began in 6H bathroom went to 5H but after repairs no complaints of leakage.

**1381 Lobby-** The leak began in apartment 3G, 2G, 1G to the Lobby which has since been repaired.

**Cogen System-** The system is still being repaired, according to Mr. Nardo the engineer will be on site this Thursday. Ms. Padmore stated we are being shortchanges with this system because it is failing to do as expected. Ms. Padmore asked Mr. Nardo if he had a time when the person would be on site as she would be available to meet with this person, Mr. Marque told her he usually come between 9:30-10am.

Ms. Powell asked Ms. Padmore to ask the engineer to make sure the system is connected to the elevator system.

**Inventory List-** Ms. Padmore stated that the inventory list submitted by Mr. Marque was not complete. She suggested Mr. Marque look at old list to see how the list should be. Ms. Joseph asked what year they should check back for a list; it was decided that 2015 would be good.

**Snow Shovels-** Mr. Campbell inquired if there were enough shovels in case of snow? Mr. Marque said there are three, but he has backups.

**Snow Tractors-** Ms. Padmore questioned if the tractor is running and when was the last time it was checked Mr. Marque said the end of October.

**Motion to approve the superintendent's Report by Mr. Campbell 2<sup>nd</sup> Ms. Powell All ayes Motion Carried**

**Minutes- Motion to table the minutes by Ms. Powell 2<sup>nd</sup> Mr. Campbell All ayes Motion Carried**

**Management Report:** Report read as submitted

**Drain Plates-** Drain plates were ordered for both garages.

**Door Plates-** Door plates for the bottom of the apartment doors have been ordered.

**Transfer-** The proposed transfer for Ms. Curwen 1371/apt. 14D has been denied by HCR. They gave permission to clean up the mold in the bathroom after a second letter.

**Elevator-** 1371 both elevators are up and running, 1381 one elevator running still waiting for repairs after fire damage. DVA is owed \$1600, Mr. Wright sign the check but it was voided. They will be paid one invoice at a time. The checks will also go to HCR for approval.

**Board Election:** Ms. Khindri recommended Honest Ballot; they have everything we asked for she believes this company is our best option. Mr. Wright stated there are only two seats available would that make a difference in price? Ms. Khindri will ask the person in charge they may just have to use a different template. Mr. Nardo stated he has a contact at Honest Ballot and will call tomorrow to check.

**Asbestos-** We have three bids that must be decided on at the next meeting, then sent to HCR for approval to use the company we choose

**Vacancy-** 1381/Apt.13F Ms. Curwen is waiting for this apartment to be renovated is there an update?

Ms. Joseph said there was extensive damage to this apartment they are renovating the apartment putting in new kitchen cabinets and floors. The floor had to be taken up because it was buckling.

Mr. Nardo stated an apartment was turned down by a prospective person on Friday, they will go to the next person on the list.

**Arrears-** 1381/Apt.6K Ms., Fields questioned management concerning the request for an apartment that the family can move into while their apartment is being renovated. Ms. Joseph stated that HCR became involved in this because they received a call from a politician. Ms. Fields asked again if the issue is that she owed the maintenance, again management stated HCR gave the answer because there are no available apartments.

Mr. Nardo stated there are a number of shareholders on the arrears list that need to be out of the garage. They have ninety days to paid arrears before parking is revoked. Mr. Nardo has sent out letters informing the shareholders that they will lose their spot in the garage if the arrears aren't taken care of..

Mr. Bender said there is a clause in the Policy & Procedure that he will send to Ms. Khindri for review.

Ms. Padmore asked if the shareholder in apartment 14K/1381 had been sent letters concerning the garage parking and arrears, Ms. Joseph stated no letters have been sent. Dispositions- Ms. Powell

**Parking Garage-** Ms. Johnson asked if the policy for the garage as far as arrears was still in place. Ms. Joseph said yes it was in place after three months in arrears and the spot in garage is forfeited.

**Local law 87-** This is something that must be done by December 2023. Mr. Bender stated there are three companies that have sent proposals to do the work. Mr. Baron said he would speak with Lawless & Mangione (a company we had used before) to lower their price if possible. Ms. Powell suggested we use the lowest company, especially if they're doing the same work. Mr. Wright also agreed with the lowest company because of our cash flow. Ms. Johnson changed her vote to the lowest bidder also. Mr. Wright suggested we wait to hear from Mr. Baron if Lawless & Mangione was able to lower their proposal for the same work before voting for a company.

**Motion to accept the management Report from Mr. Campbell 2<sup>nd</sup> Ms. Powell**

**All ayes Motion carried.**

**Metro-** No report

Mr. Baron will send zoom information for the meeting concerning the new manager. Ms. Gaines has agreed to meet with the board on Wednesday June 14<sup>th</sup> at 6:30pm.

**CCTV-** Mr. Bender asks if we should vote on the proposals or wait until we receive more proposals. Ms. Powell said we should follow a suggestion from management to use the second company on the list. Mr. Wright suggested we get two more proposals.

**Change Orders-**

**Elevator-** Ms. Joseph said they will need a change order approval to replace the glass in the elevators. Ms. Powell stated those are new elevators and we must pay for glass couldn't champion take care of this without asking for more money. Number 2,3,&4 Mr. Baron suggested he send an email that the board approved of these change order

**Motion - Mr. Campbell motion that the change orders number 3&4 (also number 2 if not previously approved) approved by the board be sent to Merritt Engineering. 2<sup>nd</sup> Mr. Wright**

**All ayes Motion Carried**

**Committee**

**Event committee-** Ms. Johnson requested three checks:

1. Mr. Luis Castillo- Retirement \$200.00 (Luncheon) \$500.00 6/29/23
2. Father's Day Celebration \$150.00 6/23/23
3. Back to school - \$150.00 8/11

**Motion to give the event committee monies requested for events by Mr. Campbell 2<sup>nd</sup> Ms. Fields. All aye Motion Carried.**

Mr. Wright said a person that attended the Mother's Day Tea expressed that she was worried by the fact that she felt the stairway out of the community room was blocked. Ms. Johnson said she wasn't aware the entrance was blocked and would

look at it in the morning and have the entrance cleared if need be.

**Garage Remotes-** Mr. Wright asked if a person lost or broken remote what was the policy? Mr. Campbell said if lost will have to purchase new remote, if broken would receive a new one, if they have the old one. Mr. Baron asked that someone on the board send him a picture of the remotes from each garage so he can find one comparable to the one we are using.

**Motion to adjourn the meetings for the month of July and August except for emergency called meetings by Mr. Campbell 2<sup>nd</sup> Mr. Wright All aye Motion Carried**

**Motion to adjourn by Mr. Campbell 2<sup>nd</sup> Ms. Fields All ayes Motion Carried**

the system now being used. Mr. Campbell stated he agrees with Mr. Wright because of the shareholders using the free lockers cannot afford to pay the fee for new lockers.

Ms. Padmore stated the rooms need a thorough cleaning.

**Super's Transfer-** Mr. Wright stated he has not shown us that he has a change in his family composition and does not deserve to get a three-bedroom apartment. Ms. Powell stated it is hard for people out of the country to get documents so easily to come to the United States and he should not be penalized because he can't produce the family.

**E-Bikes and Car Charging Stations-** Ms. Khindri would put something in writing concerning E-Bikes in the buildings. Mr. Campbell stated this will be something to think about in the future for the garage. Mr. Wright stated we can't afford to put charging stations in the garages and they have the stations at gas stations if someone needs to use them.

**Motion to adjourn by Mr. Campbell 2<sup>nd</sup> Ms. Powell All ayes Motion Carried**

**Submitted by,  
Christina Johnson, Board Secretary**

questioned Mr. Nardo as to what happened in a disposition? Mr. Nardo stated prior to being evicted you get a judgement from the court. Ms. Khindri stated you get a judgement from the court which if awarded in your favor the co-op can proceed with the eviction.

**Insurance-** Anyone with special floors should have apartment insurance, the co-op cannot be responsible to replace these floors in case of flood. They will be replaced with vinyl tiling. Mr. Wright stated that shareholders are not supposed to touch any of our systems (ex. Electric) so if something happens because of one of our systems they should be replaced; why should the shareholder be penalized? Mr. Nardo said that's why we encourage everyone to get coop insurance, but the coop insurance would have to pay for repairs if our system is the cause of an issue. Mr. Bender suggested we have a resolution for this issue so it would be in writing. Mr. Wright asked for an example about Mr. Bender had a flood in his apartment who paid for new flooring and if the flooring was vinyl? Mr. Bender said no the coop caused the flood and their insurance picked up the cost for new flooring like he had already. Ms. Fields asked what is covered with our insurance? Ms. Khindri said the walls, our systems, floors, the building of your apartment. Your own insurance usually covers your personal items and appliances.

**Super-** Ms. Padmore feels that the super is not doing the job efficiently as expected, 6H&5H repairs has not been completed as the super stated. Ms. Joseph stated she will walk through the building with the super more than she has for any issues. Ms. Powell stated the super is changing the busted pipes as they happen, we had decided not to change all the pipes at the same time. When people move in it is a great idea to have co-op insurance offered to them. Ms. Khindri stated most times if something happens, with your own insurance the work gets done quicker. She will look over policy to see if they cover upgrades to the apartments.

**Information-** Mr. Bender requesting to management that they send out notices concerning session rights and arrears as well as parking garage policies. Mr. Bender stated occupant in 1381/apt. 14K is not the shareholder of record and is not on the income affidavit so who are we going to sue to get the arrears? Ms. Khindri stated we can go to court to take possession of the apartment. She will speak with the L & T attorney to inquire as to what else can be done in this situation.

## **Old Business**

**CCCTV Contract-** Mr. Nardo stated he has finally touch base with Mr. Caruso concerning the contract and if there are any updates. The state is waiting for the insurance bond from the company.

**Facade-** No updates

**Board Meeting-** Ms. Fields suggested we meet without the staff presence to come to agreements on our projects. Mr. Bender agreed. Election- Mr. Wright asked if we could have a meeting with the shareholders without an election. Ms. Khindri stated the election and information is the primary reasons to have the meeting.

**Community Room-** Mr. Bender said the room was quite ready to be open yet because of open ceiling tiles. Ms. Fields stated that's something that could be fixed immediately without delaying the opening of the room.

**Parking Garage-** Mr. Wright questioned Ms. Khindri if a husband and wife both have to put their names on the garage list for parking spots or just on the garage registration. Ms. Khindri stated if they both have a license and use one car it shouldn't be an issue. Mr. Bender stated the spouse does not come with the apartment. Mr. Wright stated he was asking Ms. Khindri a specific question and would like an answer from her.

**Storage Lockers-** Mr. Wright stated it was decided at last month meeting not to change the locker and