



# Chestnut Hill Gardens

## Annual Owners' Meeting Minutes December 10, 2019

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### Attendance

- **Trustees:** Curtis Frank, James Griffin, Leaura Levine
- **Owners:** Susan Heideman, Fred Hapgood, Alex Kaw, Krikor Kirkorov, Debra Rusch, Leonard Shapiro, Gitta Ferra, Heather Banic, Anton Ferra, Boris Guralnik, Ivonette Frank
- **ECPM:** Kirk Bennett

### Location

- 165 Chestnut Hill Avenue, Unit 7

### 2019 Projects Completed

- The trustees reviewed the many projects undertaken and completed throughout 2019 and fielded any questions from owners. Below is a list of the projects completed:
  - Management contract with ECPM reviewed and updated (*Feb*)
  - Roof repaired at 163 (*Feb*)
    - Leaks have been plaguing 163 over the past few years
    - Found and repaired gaps in roofing material under HVAC stack
    - ECPM & 163 owners report no further leaks since repair was made
  - Unit 303 repaired (*Aug*)
    - Water damage from roof leaks
  - Roofs inspected at 163 and 165 (*Jun & Aug*)
    - ECPM checked condition of both roofs this summer
    - Patched seams, gaps, and pinholes
  - Exterior lighting upgraded and repaired (*Jul*)
  - Garage door repaired (*Jul*)
  - Walkway railings repaired at 165 (*Aug*)
  - Water system replaced at 163 (*Sep*)
    - Improved temperatures: hot water is always hot, cold water is always cold
    - Should realize significant savings in gas, water, and repairs
  - Garage parking spot cleanup (*Sep & Oct*)

- Trees removed and pruned (*Oct*)
- There were questions about the condition of the railing that runs from Unit 1 to mail room at 165. The trustees and ECPM plan to do an assessment of this part of the railing in the Spring of 2020 after the snow season.
- Several owners made comments about the condition and maintenance of the Rat Traps at both 163 and 165. ECPM will investigate the matter.
- An owner requested we replace the tree that was removed from the back of the property this past October with a new one, and another owner requested we replace the dead rhododendron by the sidewalk of 165. The trustees will request quotes from our landscaping company.
- Several owners asked about the possibility of a small fence along the front of 163 to protect the grass from dogs. The trustees will investigate this in the Spring of 2020.
- There were a few complaints about the snow shoveling of the walkways. ECPM has already address this with the snow removal company.
- The issue of trash in the trash room at 165 was discussed.
- An owner asked about Solar Panels for the roofs. It was decided that we would investigate this possibility at the time we do any major roof repairs i.e. replace the roofs.

### **New Contractors**

- Snow Removal: Horgan Enterprises, started in Jan'19
- Landscaper: Horgan Enterprises, started in May'19
- Elevator Servicing: Eagle Elevator, started in May'19

### **Board of Trustees Election**

- Leaura Levine and David Werbeloff have tendered their wish to step down from the Board of Trustees.
- The Trustees asked if anyone would like to join the board. At this time no one offered their candidacy.
- As such, no election was held.
- The Board of Trustees in 2020 will be reduced from 5 members to 3 members
- The Board of Trustees in 2020 will be Curtis Frank (165-9), James Griffin (163-105), Ryan Harmon (163-PH6)

### **Upcoming Projects**

- The Trustees and ECPM discussed the upcoming projects for 2020.
- The owners were very concerned about the condition of the rear stairway at 165. The trustees and ECPM plan to get one more quote on the cost of their replacement and have the work completed next year asap. Current quotes for this work are \$8,000 and \$30,000.
- The Trustees also discussed the refinishing of the walkway at 165. This project will require more study as it will require 2 "nights" to complete the work. And while the

work is being done and the coating is drying no one will be able to enter or leave their apartment at 165. Current quotes for this work are just under \$8000.

- The Trustees discussed replacing the 15-year-old carpets at 163 in 2020. The quotes for this work are just under \$8,000.

### **Fee Increases effective January 1, 2020**

- Condo fee increase of 10%, yields additional \$16,600 per year for the association
- Parking fee increase of \$5 per month, yields additional \$3,180 per year for the association
- Why?
  - Necessary to keep up with cost inflation
  - Allows the association to tackle upcoming projects
  - Enables the association to save for long-term projects
  - Reduces frequency and magnitude of assessments

### **Long-Term Projects**

- The Trustees and ECPM discussed the replacement of the roofs at 163 and 165. The roofs have required repairs each year for the last 3 years. Kirk believes the roofs have about 2-3 years left in their life and has been requesting quotes for their replacement. The two methods available are:
  - Total Removal and Replacement, approx \$150,000-\$175,000 per roof
  - Liquid Rubber Spray Covering over the current roof, approx \$50,000-\$75,000 per roof
- The Trustees and the owners discussed possible ways to deal with the cost of this major project/expense. It was decided that once the trustees have hard and firm quotes of this project that the trustees should investigate the cost of a Home Equity Loan. It was also discussed that we should investigate the possibility of combining an Equity Loan and Special Assessment to cover the cost of the project.
- Several owners believe that this project should proceed asap, rather than keep spending money on the old roofs.
- Solar Panels were again discussed, installing them on the roof of 165. This is something everyone agrees is a good idea, but will need to wait until the roof is replaced. Perhaps it is a project that can be done concurrently.

### **2020 Budget and 2019 YTD Financials**

- Kirk Bennett reviewed our YTD financials and the new budget for 2020.
- The 2019 financials will be posted on the CHG website once finalized in January.

### **Other**

- The Trustees informed the owners that a lawsuit has been brought against the Association by a former owner

