

CONDO 16 BOARD MEETING February 17, 2022 4:00PM via zoom

Call meeting to order: Ed Goldfarb

Roll call of the Board – Regina Tripodi

Richard Rubin

Regina Tripodi

Ed Goldfarb

Tom Guida

Sandy Brinkman

Yogi Santa Dinato

Donna Nevin

Janice Barning

Pam Prisco

Karen Jahn

ED GOLDFARB: Motion to approve the minutes from the January 20, 2022, Board meeting. (Corrections were made for incorrect spelling of name, as well as condensation of paragraph)

All approved.

President's Comments – Ed Goldfarb; unfortunately, we all know about what happened yesterday in Condo 19. There is an investigation going on with the State Police and the Somers FD. We all need to be very careful of what we do; it could have been a heater, very scary. My heart goes out to her, and her little dog caught in that inferno.

Sandy attended last night's Council of Condos meeting; it pertains to the miniature golf course and the water heaters.

So I will have Sandy take over.

Sandy Brinkman (Council of Condos Rep)- update on Golf Club. The procedure to handle the petitions and letters, Linda is the secretary, and will put a box outside her unit for when she is not available, she would like it earlier than 2/24, which is the deadline, so that she can put them all to a PDF.

It was discussed with Dom Rubino, the president of Society; asked for approval that they would like to send an email blast to all Owners and Renters regarding the Golf Club, for those who may not know what is going on with this. The blast will either be Friday or early next week.

The latest on the Golf Club:

On 2/9/22 ; The Somers Engineer , Tom Tooma finished his interpretation of the Designed Residential Community, that is the form that is used as to what the Golf Course and Open Land is all about and he filed a letter to that effect and will be online under the Town of Somers , under Engineer; it has not appeared yet and we do not know when it is going appear, hopefully in the near future.

Society has hired a land use attorney for review of the engineer's letter. Presently it does not look good, but we need the attorney's review to see where stand. Something in regard of how the water will be handled, will this affect our drinking water, host of other things, environmental.

The Society is focusing on strictly mini golf – we are focusing on all 3 (Mini golf, cigar bar, golf simulator). Society is paying for the attorney.

The process: the interpretation will go first to the Town Planning Board. There will be an open meeting at one point, it is important to encourage all unit owners and renters to attend, it will probably be held at Somers Middle School auditorium, because of the amount of people that will hopefully attend. No date yet. The planning board will look at details, for example effect on water quality, they will use a neutral engineer for review/interpretation. Then it goes to the zoning board, if there is any disagreement at all, for example, the Society disagrees, it then bounces back to the Planning Board. The ruling will take a lot of time as it will go through the usual bureaucratic red tape. We don't really know when this is going to happen, I see it happening further down the line rather than sooner

WATER HEATERS – Terry Clifford reports there was a recent zoom meeting with Tom Tooma and Property Managers. Karen, were you invited?

Karen – yes, I attended

Sandy – so way back in in Heritage Hills beginnings part of the CO the Town was responsible to check over the grounding of the water meters. That is the issue with Water Heaters; it's not the water heater per se it is the water meter to be grounded. It seems to be affecting condos built from 1975-1990. Jim Brandon, the President of Condo 05 has a lot of information. The water heater is put in the electrician hooks it up, but then is not responsible to ground the meter. The

meter belongs to the water company, and it should be their responsibility as Ed has mentioned in the past. It seems that everyone knows this – when a person has a water heater put in and the inspector comes to check if it is done correctly and if grounded. If not grounded it is reported to Tom Tooma, who created all of this, and if not corrected within one year that person is fined. So, Jim had this issue lately, where a new water heater was put in to one of three units. The grounding rods outside of the unit – there was debate of who should pay. Their electrician gave them a discounted rate; it was \$1200, and he gave it to them for \$875 for three units, and will be done on a case by case basis. The bottom line is yes, the Condo pays, but in the end we all pay as it will cause our fees to go up. Issue arising - It seems as though appliance stores, for example, Appliance Plus they used to set up the electrical equipment, stove, dishwasher etc. , they will no longer do so because of the grounding. Condo 5 does pay for electrician/grounding. We should discuss doing this. Suez will be replacing meters; Suez should bear the cost of the grounding -since they are putting in the new meters. Suez has not agreed to this.

Janice – just so I understand did you say that the condo pays for the grounding?

Sandy - condo 5 is doing it that way.

I think we all need to decide how we will do this. I think we need to get a reputable electrician; I think the one Condo 16 uses is. We can maybe give him a 3-unit building and have him assess and see what price he gives us. That's what Condo 5 did, and they negotiated from 1200 to 875.

Janice – so condo 5 is paying? and Condo 17 is paying also I believe correct?

Sandy – condo 5 yes. I don't know about 17. They didn't raise their hands and say yes. Some condos said that they wouldn't do it, but the bottom line is it's the easiest way to do it. It's not happening all time, there not 100 water heaters in the same day, it might make the most sense to do it, just so it gets done.

Janice – so is there a motion then for Condo 16 will pay?

Sandy - what we are doing right now is I am just reading the minutes , we will going to have to do a meeting to decide what we are going to do.

Janice – at this meeting?

Sandy – no

Janice – okay because we have an Owner in Condo 16 who experienced this issue, Marty Cammaratta , and he sent numerous emails and phone calls to Ed and he never responded. Is that right Ed?

Ed – I did respond

Janice – what was the response

Ed – the response is that it is a unit owner's responsibility

Janice – which is different than what Sandy is saying.

Sandy – not all the condos at the council of condos are paying for it

Janice – why would we not pay for it

Sandy – we have to discuss it

Janice – well let's discuss it. So far, the answer is no right?

Ed – that is what the rules say

Pam- we recently had ours grounded and we paid for it ourselves

Ed- as did I

Yogi – so did i

Pam – Kartasky, you and me – we all paid for it ourselves.

Yogi – about \$800 each

Pam – and the Permit from the town. This is why they are doing this; the town is getting money for all these rules and regulations.

Janice – I am confused – so everyone on the board took care of it but nobody else was informed?

Pam – it was our individual water heaters; we were told by the town we had to

Janice – I can't see people's faces but I heard all of you have had this done?

Yogi – I brought up that there was a change of ownership and our new neighbor asked us to do ours, so it was all done at once.

Janice – is there anyone on the call that is not in compliance?

Regina – me, I had my hot water heater replaced. I got the letter from the town for my permit and quite frankly have not gotten around to having my electrician come

Ed – some history – up until about 4 years ago grounding the meter was not even in the conversation. Tom Tooma became the building inspector for the town he initiated this process with one of the electricians that does work in Heritage Hills and it has nothing to do with the heater. Grounding the meter is separate, when you get a new water heater up until a few years ago you would get a new heater and the plumber would connect a few wires and it would work. When Tooma came in he said no, you need to have a licensed electrician do it, so the plumbers would not do it anymore. Which is what Sandy brought up – Appliance Sales Plus, when you get a new dishwasher, or any appliance that had to be wired in, they used to do it, but now can't. Tooma demands that an electrician do it. An electrician noticed at a unit in Condo 16 that the meter was not grounded. He reported it to Tooma, Tooma then had a new permit presented. Tooma came to the Mens Club like 4 years ago and made a presentation about it. What it came down to was that several of us at the Mens Club said that the meter is not, Tooma stated that grounding the meter was a unit owner responsibility, not the condo. In our rules we only have that the heater is a condo owner's responsibility. The meter came out from the town, he put it on to the unit owner. If a condo wishes to pay for it that's up to the condo, but there is no specific ruling that the condo must pay for it.

Donna – if getting the meter grounded requires going up into the attic and into the property of the Condo property that we are responsible for, then I don't know how Tooma can say what is Unit Owner and what is Condo responsibility. I think Condo needs to decide that. When I had my insulation done you thought I should pay for it that, and it is limited common element and condo pays for that. So, I think the board needs to decide what is involved in getting the meter taken care of.

Sandy – yes, that is what I said which is why we should have an electrician come in. Have him go to a 3-unit building and give an estimate of what it would cost.

Donna – yes connect all 3 so it wouldn't be a larger price.

Sandy – exactly

Donna – I know for a fact in Condo 18 they cover it. I believe Condo 17 is deciding if they should split the cost.

The decision should be based on what is involved. We need to know so we can determine what it is.

Sandy-it still eventually we all wind up paying for it.

Donna- absolutely

Pam – do you realize, like Yogi said, the individual cost is about \$800. Say you get a bargain and its \$500; you multiply that by 101, you realize the cost incurring to the condo. We don't have 50000 lying around.

Sandy – it will come up on occasion, it could be 3 times a year or 10 times a year. We have to figure out how we are going to work this.

Karen- its per meter shed, not per unit. I had a meeting last night we had the electrician give a presentation on what needs to be done. The condo then decided it is a condo responsibility. Again Condo 16 has to make their own decision.

Sandy – that's what I am saying we have 3 ways to go with this.

Janice – we have a unit owner who is waiting and who repeatedly asked who pays and no response was given.

Sandy- what was the charge that he was given- what did they want to charge him.

Janice – I am not sure, but I think it affects Richards unit as well.

Sandy – would that also include the other two units.

Regina- so how does it work when they ground; if there are 4 units together in that one box and one unit owner has to have a water heater replacement, do they ground all 4 meters at one time? Is that one unit owner paying for the grounding of all 4 of those meters?

Ed – the meters do not need to be grounded the same time as the heater. You can do the meters all at one time, how we should proceed – we won't come up with an answer today. Have a committee check how many per cluster meters can be done and think of a budget.

Sandy -isn't there a unit owner in your cluster looking for a determination on who is going to pay

Donna- yes and if it isn't done, he will have to pay a fine

Yogi – so have him pay the work and then depending on what we decide we can reimburse him.

Sandy – some electricians charge 2000 for one, and 500 for the other – it's going to depend on the electrician.

Yogi – they have to run a wire through the roof /attic to one ground

Donna – and that is going into condo responsibility area – why would the homeowner pay for it?

Yogi – as needed basis to do it, that's fine.

I see in Karen's report we had two sales; if this issue did not come up at their closing, they don't have to do it until they get the notice. But it came up at Klatsky's closing, so he asked and we defrayed some of the cost if we did indivisibly it was 1300 if did it as a group it was less.

Tom – do you know why they want a dedicated line grounded to the meter?

Pam – good question

Karen because the existing ground may or may not be there .. so you are trying to stop electrocution.

Tom – if that is the case, they should check the grounding on all the buildings, not force people to ground their own meter.

Ed – Regina put this on the agenda for the next meeting so we can spend some time on this.

Sandy -before we meet again we can have a couple of electricians take a look, get a few different quotes.

Regina – is there anyway within council of condos we can find out which condo groups are paying and which are not

Sandy – no one said. Donna, Karen I can work with you so we can look at few different electricians. Does anyone have an electrician they truly trust?

Donna – Karen do you have someone you propose?

Karen – Allstate, or Nick. JCombs does it but is extremely pricey. Last night a condo elected Allstate, another condo had done so as well.

Richard – Is this for 470C?

Sandy -this is for all of us for the decision going forward.

Richard – ok so for just getting an estimate he has the problem now let's start with him.

Donna – Richard and Marty have the two end units on that cluster

Karen you have two meter sheds

Sandy – also from the report was Radon Testing. Radon is a natural, colorless, odorless gas that comes from under the ground. A person was selling their unit, and the inspector requested a radon test and it came up as 10 times the acceptable level. They had to do radon mitigation, and drill into the concrete slab and put up a line and then put a fan into the attic. So this is also another expense we will need to look at.

Financial Report – Pam Prisco

OPERATING ACCT BALANCE as of 01/31/2022 ; \$66,715.69

as of today 2/17/2022 our OPERATING ACCT BALANCE is: \$46,517.18

Subtotal of Reserve Account: \$438,391.50

Add in the Shingle Roof Fund/Blue Stone Fund/Black Top Fund our grand total is: 572,858.11

Unit Owners in Arrears - \$7.81

Automatic monthly deposits which were suspended since 10/21 due to expenses will resume in February 2022

Ed - MOTION TO REMOVE the lien on the Unit that was in arrears as the obligation has been met;

All approved

Ed – Karen please advise Ryan to remove the lien

Variance approval (if any) – Tom Guida NONE

Landscaping Update – Yogi Santo-Dinato

White Pine trimming will resume tomorrow; they should be done in a few days, if the weather holds up. Compliments to our landscapers for the efforts with the snow and the ice; they have given us safe roadways and walkways. March 15th will start the spring season and we will have a meeting before then

Donna – please make sure that Sav-a-tree does the pine behind 463A and 463B.

Yogi - yes and Janice please notify your cluster captains so that if they feel there is something that needs more attention in the White Pine areas to notify me so I can inspect and have it done as well.

Vice President's Comments – Donna Nevin

Maintenance Update – Donna Nevin. I have 3 items on my agenda:

1. Water heater / electrical - I was hoping that Sandy would take care of that, and she did.
2. Fairview Units – we have 10 Fairview units and when two of them had the truss problems they were corrected. We were told the other 8 were checked and they were ok. One of the unit owners in my cluster does not recall having hers checked. I called Kathleen Knowles also had no recollection and she has the same unit. Of the 8 I

called only 2 recalls having it done because you have to take the clothes out of the closet etc. However, 6-unit owners do not. I know Cedar Ridge sent a listing of the dates/times of the inspection, but the unit owners do not recall. Going forward any time anything is done the unit owner should have to sign off.

Michelle Rogers and the Brewers recall having it done.

Pam – what confuses me is that the list that Cedar Ridge gave over has the unit owner name of who let him in. we are going back over 3 years on this. I like your idea of having the unit owner is signing off.

Donna – my first experience with Cedar Ridge was a proposal for a ceiling that stippled that was not stippled.

Tom – based on that this is saying that Steve is falsified the list; but then he would be giving up costly work

Richard – who notified the unit owners of the inspection.

Donna – Ed has a letter he sent to Michelle Rogers, but there were no other letters.

Pam – but as Tom says what would behoove him to falsify the report?

Janice – also during Anna Keri's lawsuit which I was present for Steve said all gutters would be inspected. And when the judge asked when, he couldn't say just that he had done it.

Pam – why would he remember the dates of all the inspections. Perhaps if he was told he would have brought a listing. The point is what do we do with these units going forward.

Yogi – when was the report

Pam- June and July of 2019

Yogi – it is possible that some would not remember

Richard – just as a side issue there was a \$1000 charge for painting my bedroom and my bedroom was never painted.

Karen – you have a date on that

Richard – no

Karen – bedroom or bathroom?

Richard 470D bedroom, the bathroom and kitchen still

Karen – 470D interior repair roof leak \$839

Richard – yes that was the bathroom, there is an additional one for \$1000 for the bathroom

Karen-ok let me look, leader repair

Richard- nope

Karen – I am just going through the list

Donna – while she is doing this, we have the six units we need to inspect.

Richard – since it's a safety issue the six that don't recall we need to get them inspected and on record.

Sandy- yes, that makes sense to ensure the safety.

Ed – yes , let's have it done. Karen have a work order done for the inspection – good point Donna

3. Asphalt – big problem this year. We only have 5k in the asphalt fund so we need to take a hard look and see what is what and the problematic areas. Karen I hope we can look at this together; we need to get a handle on it to see what is necessary.

Regina – have we heard anything more when they will be digging so we can coincide it all together

Donna – not yet.

Cluster Captain Update – Janice Barning

Before I speak on the petitions, I want to discuss one thing, when Regina sent out the meeting invite it was stated that the Cluster Captains were not invited and I sent an email to the Board questioning this since they were included at the last meeting, and members of the Board are Cluster Captains so at the last meeting it just meant two additional people.

Ed , said no if they were included it would be too much discussion. The whole point of the meeting is for discussion.

When I tried to poll the board I only got two responses. Donna said absolutely and Ed said no, so I would like to poll the board now. Donna, Richard and I ran on open communication and I am going to keep pressing on this as that is what I promised to my neighbors as that is what they want and what I said I would work to do. I know Donna and Eds stand \

At the end of meeting can we announce when the next meeting is and the board agrees on that.

I would like the March meeting and meetings going forward we return to open meetings on the 3rd Thursday of every month. Can we take a vote on that. The restrictions have been lifted.

Regina – I did schedule the next meeting for the 3rd Thursday which is 3/17 ; secondly they have lifted the mask mandate in all society buildings. We still have to look at the number of people allowed in a room.

Janice – so we can do open meetings going forward

Regina – I agree

Richard – I agree; but I have to agree with Ed. We just can't have an open discussion for the whole meeting. The Society meeting done on zoom ; at the end the Unit Owners are allowed to submit questions. If we do get a room I would anticipate we wouldn't have more than 20 unit owners.

Janice – ok who is in favor of open meetings;

Pam – yes

Janice – yes

Donna – yes

Yogi – yes

Sandy – yes

Tom – yes

Regina – ok I am sending Andrew a meeting now ; 4 pm or no? or whatever is available? I put in the email to Andrew that we would like a room to accommodate up to 35/40 people.

-Status of Petitions regarding the Golf Course –

Janice – petitions are needed asap. Almost all the Cluster Captains are done with their reports. Only a few people didn't sign. Snowbirds were engaged. To deliver to Linda Grassi. Also got separate letters to submit.

Management Report – Karen Jahn

Permission to change line item 78 - remove Secretary Fee; agreed

463B – review of reserve accounts and not sign the confidentiality agreement.

Janice – there is nothing about an agreement in the Bylaws and that unit owners are to make arrangements with Mgmt

Richard – I have a question – what is the confidentiality on the reserves? There is no specific unit owners listed.

Janice – I guess the answer is its ok

Sandy – ok let her do it

Yogi – I don't have an objection

Donna – I'm ok

Regina – no issue, we are very fortunate to have such a good reserve.

Karen – the auditor was here and will prepare the tax returns and the financial statements. I have completed your 2021 WC Audit and submitted it to your carrier. There are new guidelines that have come out for mortgage guidelines, they can ask for meeting minutes.

Sandy – what was their reasoning

Karen – I believe it has to do with the disaster in Miami; it is a temporary and may be lifted but need to know.

472B; - electrician disconnected E Panels, insulation removed, and baseboard heating installed

Dryer Vent cleaning scheduled for 6/13-6/17 6/20-6/24 I will send a letter out in May

Scheduled to go to 470B to review the stipple and nail pop and Jay Wright will let me in when he returns. Yogi, did you get a chance look at the maple at 478D;

Yogi – yes, I don't want to disturb it if in the spring the root ball is viable, we can remove it from the planter and plant it in ground.

Richard – Karen you mentioned the heating panels in the ceiling are they available?

Karen – they are but you have to buy in bulk at a high cost

Ed – if the ceiling panels fail the Condo has to replace it with baseboard. Once the baseboard is put in the responsibility shifts to the Unit Owner

Richard – but if its in a bathroom where there is already a baseboard, and the heating panel doesn't work

Yogi – if you have a baseboard there is no panel

Sandy – the bathrooms do not have panels

New Business from 01/20/2022 meeting that we did not review:

1) proxy vs.ballot; Proxy is a mail in vote ; ballot is the in person vote

Donna – we were referring to the ballots as proxies, they are not they are ballots.

Karen – no, the proxy is sent if you are not at the meeting; the ballot is used to vote at the meeting.

Donna – oh ok interesting.

Karen this is another reason why we need to know the unit owner attendance

Donna – but if I am authorizing someone to vote on my behalf? So, what are we sending out?

Karen – we send out a proxy;

2. Long term maintenance schedule

Richard Rubin – Donna – how many clusters do we have? 10

Is there a schedule somewhere for a specific item such as roofs, woodwork, etc.?

Donna – yes

Richard – can you please send it to me of what the schedule is

Donna – yes, this year is cluster 475 for wood and pain and every year we know what cluster will be.

Richard – can you send that to me and what about the roof?

Donna – I don't have that yet.

Sandy – we also have one for the asphalt

Richard I think what I am asking is when we have these agendas can that be public so everyone knows when their cluster is due for the work.

Karen – we send a letter or post a notice on the mailboxes.

Sandy - is that okay Richard

Richard – no, you would want to know when the asphalt will be done.

Donna – we don't know that for this year as NYSEG will be digging.

Richard – I mean do we have something that shows cluster wide.

Donna – yes, that will be done going forward the maintenance committee is getting together to look at the schedules.

Yogi – yes, all the roofs were done in a 2-year period and the warranty runs out in 2035

Donna – yogi, are you telling me all the shingle all the flat?

Yogi – no not the flat, the shingle; and those run out in 2035. They were done almost 20 years ago.

Yogi/Donna/Karen will work together on this.

Sandy – ok we have 4 more minutes

Richard , I have 3 more items , that will take much longer than 4 minutes.

Let me get this in the minutes then.

There was a letter that Ed sent out in December, and then he sent a notice out to all our neighbors that he had issues with what I said, and I would get to discuss it in the meeting. He then adjourned the meeting before I got a chance to speak; I have been put on the bottom of the agenda since I have been on the board for 3 months. I am at the bottom now and once again the time has run out. I object to that; For one meeting I would like to be moved up.

Regina – Richard, unfortunately you go to the bottom of the agenda as you don't have an assigned job; so when the agenda is created it goes according to the listing – President/VP/Maintenance/Treasurer/Landscape/Cluster Cord/Variance, etc. so without a job it is set accordingly. You are not placed at the bottom intentionally.

Richard – that makes sense, and I don't have a problem being at the bottom of the list; all I am saying is that meeting should go on until the agenda is done and if I am the bottom you can't just say hey it's a 2 hour meeting, sorry, goodbye, it's got to go on until its done.

Donna -its not going to go on for another hour or two, what do you want to say Richard?

Richard – as long as my objection is noted, the meetings should last as long as it takes to take care of business, it should not be artificially placed. It should not stop because its been 2 hours.

Sandy – I am just saying if meetings go on longer than two hours can they sustain...

Richard – then they shouldn't be on the board. I turned down the Variance; I am not going to commit to something; I read the transcript on Anna's case and the variance committee was meaningless because they were suing because she didn't have the variance and 3 board members I don't know if they want to hear it but if it's a joke, I am not going to do it.

I have an issue with it is mentioned numerous times that I didn't volunteer to do variance chair, I never got chance to explain why; it's a hypocritical thing; if board members don't need the variances I don't want to be a part of it. Fine it's been said now. Secondly it has been brought up by Ed repeatedly that I refuse to sign good conduct; I wanted to explain why I have not signed that. I was also elected by unit owners who wanted an open process. In this good conduct thing it says specifically I will not reveal any information to pertain while acting as a board member. Secondly to refrain making or endorse any decision that benefits me or my friends at the expense of the Condo. I find that as hypocritical. I do not understand why, and I like Bill Harden, but why was he the secretary for a couple of years and did not take the minutes. We had one person taking the minutes at \$110 and then we paid Eds wife at \$140 a meeting. Why did we have a secretary that didn't take minutes? I am so excited now that our current secretary is taking minutes and not paying. I don't understand why. Along that line I didn't understand how Ed can appoint his wife to take minutes at \$150.

Ed – I did not appoint her; the board voted on that.

Reichard – I didn't see that on any of the minutes. That's a material issue it should have been in the minutes.

Yogi – we didn't have anyone taking minutes at that time; we had a gap.

Ed that year when we did the organization meeting no one wanted to be secretary.

Tom – the fact of the matter is that policy of hiring someone goes back more than 6 years. I had taken the job with the note that I would not take the minutes. There are other tasks. It's a moot issue –

Richard I disagree if we have in the bylaws that the secretary takes the minutes. To me then someone who takes it should be taking the minutes. The last thing I have is in the good conduct to understand that any board member violates to act outside to comply with the governing documents of the Condo. WE go back to 2020 to when Ed cancelled the election. It is a violation of the bylaws and it was self-serving he reelected himself to the office it says you serve a three year term.

Regina – may I speak, the election was not cancelled. No one opted or sent in applications; there was no one to elect.

Richard – there is always the option of write in candidate.

Regina – no one submitted an application. I understand what you are saying about the bylaws.

Tom – Regina, what you are saying is not accurate; we went through the normal process , three people including yourself Ed and Pam put in their bios and the ballot was going to be uncontested so rather than going through the process in the middle of the pandemic we short circuited it. the board did it, not Ed. Richard, I would like you to go back and tell me what the last thing you said of the commitment of good service that you did not like

Richard – self-serving – I think if you reelect yourself it is self-serving. You cannot cancel an election for any reason.

Ed – in 2020 Society and many other condos did it.

Richard I didn't get to vote, how was I supposed to vote?

Ed – the thing that was cancelled was the annual meeting.

Yogi – Richard there were 3 openings/3 candidates – they were granted that privilege by the board. I have explained this 10 times.

Pam – the last section has to do with a monetary benefit. Not an election. What is the letter you are contesting; you need to provide it to the board.

Richard – I will send it to the board in the morning.

Yogi – motion to adjourn

Sandy – yes

Donna – yes

DATE OF NEXT MEETING OF THE BOARD – March 17 2022 in person Regina to await Andrew's response for a room at Activities to host the meeting for all , unit owners and board members.

CONDO RULES and Regulations Adopted December 20, 2016 to be reviewed:

Quick Reference Guide

HERITAGE HILLS OF WESTCHESTER CONDOMINIUM 16 QUICK REFERENCE GUIDE

DIVISION OF RESPONSIBILITIES

O = Owner

C = Condo

NOTE: FAILURE TO FILE A VARIANCE FOR THOSE ITEMS THAT REQUIRE ONE COULD RESULT IN A FINE. ANY APPROVED VARIANCE ITEMS BECOME THE RESPONSIBILITY OF THE UNIT OWNER.

EXTERIOR

Exterior Bulb Replacement at Garage Door	C	Condo to maintain uniformity
Deck/Patios/Garage Care	O	Variance Required for Changes
Doors	O	Variance Required for Changes
Drainage	C	
Gutter/Downspouts		
New Installation	O	Variance Required
Repair/Replace	C	Original Gutters Only
Cleaning	C	
Painting	C	
Driveway/Walkway repairs	C	
Garage Door Opener	O	
Chimney		
Inspection	C	
Cleaning	O	
Roof	C	Inspection, Repair, Replacement
Pest Control	C	Common Elements Outside Unit Only
Snow Removal	C	Cluster Road, Driveways, Walkways, Front Entranceways
Window Frames, Panes, Screens	O	
Complete Replacement	O	Variance Required
Caulking of Wooden Frame	C	
Screen Door	O	
AC Components	O	

INTERIOR

Repairs Caused by Exterior Problems	C	
Floor Coverings	O	
Paint, Wall Coverings, Trim	O	
AC Components, Dryer Ducts	O	
Pest Control	O	
Plumbing		
Main Water Valve	C	
Water Heater	O	Licensed Plumber
Pressure Reducing Valve	O	Licensed Plumber
Sill Cocks	O	Call Property Manager
Fixtures & Tubs	O	
Showers & Faucets	O	
Pipes not in Walls or Concrete	O	
Pipes inside the Walls or Concrete	C	
Pipes in Crawl Space	C	
Pipes in Concrete	C	
Blockages Inside the Unit	O	
Dryer Vent Inspection	O	Inspection Arranged by
		Condo, Every 2 Yrs.
Wood Burning Chimney	C/O	Inspection by Condo,
Cleaning by unit owner		
Dryer Vent Cleaning	O	Cleaning Arranged by
		Condo, Every 2 Yrs.
Thermostats	O	
Smoke Detector	O	Replace Every 10 Yrs./Test Every 6 Months
Carbon Monoxide Monitor	O	Purchase, Installation/Test Every 6 Months
Fire Extinguishers	O	If Outdated Replace
LANDSCAPING		
Grass Cutting & Maintenance	C	
Shrubs & Trees		
Trimming	C	
Removal	C	
New/Replacement	O	Variance Required