

MOUNTAINVIEW MANOR CONDOMINIUM ASSOCIATION, INC.  
BOARD OF TRUSTEES EXECUTIVE MEETING  
September 9, 2023, 6:30pm

Those in attendance:

Andrew Boettcher

Lisa Laskaris

Anna Lymycz

Erin Spiliotopoulos, Matrix Property Management Group

Brian Bolger, Matrix Property Management Group

The open meeting was called to order at 6:41pm. Mr. Boettcher made a motion. Ms. Lymycz seconded.

### **Minutes**

The minutes from the July 21 and July 26 meeting were reviewed by the Board. Mr. Boettcher made a comment that in the open meeting minutes for July 26 that there should be a note that there will be a similar increase in dues 12 months after the 2024 increase. Mr. Boettcher approved the July 26 minutes with the addition of that comment and approved the July 21 executive session minutes. Ms. Laskaris seconded the motions. All present voted in favor.

### **Financials**

#### **Budget**

Ms. Spiliotopoulos did not send the proposed 2023-2024 budget. It was discussed that this will be voted on over email.

#### **Delinquency Update**

Management noted that we are waiting on the courts for Default that was requested on 8/18/23 and we have a hearing on 9/22/23 for our NOM for Attorneys fees.

#### **Payment Plan Approvals**

P9 – The board was notified that the owners payment plan is for \$450.00 each month, which is an extra \$108.50 until January 2024 and then, extra \$183.05 each month. The owners balance is \$3,848.20 and would be paid off by the 3<sup>rd</sup> quarter of 2025. The board asked management to inspect her unit for hoarding issues. Ms. Spiliotopoulos will speak with the adjuster and vendors to see if they have any information. With this note, Mr. Boettcher made a motion to approve the payment plan. All present voted in favor.

M5 – The Board was notified that the homeowner is proposing to pay \$352.00 each month, which is \$10 extra until January 2024. In February it would be \$85.05 extra each month. The homeowner's balance is \$2,863.00 and if approved the balance would be paid off by mid-year 2026. The board noted that they would like to go back to the homeowner to request \$20 extra until January 2024 and then \$100 extra in February 2024.

## **Management Agenda**

### **Washer and Dryer Resolution**

The board requested that management sends violations to owners with visible dryer vents exiting the common elements. Talks of Inspections have been tabled for future meetings.

### **Construction Update**

Mr. Bolger noted that the last stoop was completed this past weekend. Mr. Bolger will be onsite to do an inspection of all the areas repaired. The concrete work was fixed last month. Will also do an onsite inspection to ensure the completion of all areas.

### **DCA Inspections**

Management gave a quick update on the inspections that took place. Nemco has repaired the door issues from door closers. Homeowners have been notified of any issues with their units to ensure compliance for the next inspection.

### **Snow Vendors**

Management has asked for multiple quotes for the upcoming snow season.

### **Tree Trimming**

Two proposals were sent to the board prior to the meeting for their review. It was noted that Talons proposal stated that they would aggressively trim the tree and it may look unsightly for a season or two. The board asked if Markovski would be doing the same thing. Management will follow up with the vendor.

### **Water Issues**

X7 – Mr. Bolger said work will start next week.

G4 – It was noted that demolition began this week.

S6 – Mr. Bolger is going to recommend other vendors for repair. Management noted that the owner confirmed someone removed the dehumidifier causing issues within the basement.

V1 – Management will reach out to the previous vendor regarding the French drain.

A1 – Mr. Bolger needs to inspect the wall after it rains. They will have to cut the wall and do a water test.

### **Merrill Lynch Accounts**

Wire transfers were successful. Management noted that 70% of the funds were transferred to a HYSA. Two CDs were opened; a 6-month APY of 5.422% and 9-month APY of 5.436%.

### **Office Usage**

Due to Ms. Laskaris abstaining from the vote, we did not have majority to vote on this topic during the meeting. A vote will be sent through email with the following notes:

- Sign a liability waiver before granting access.

- Sign a document that allows us to revoke access if the board wants to use that space for something else.
- Association property will be locked behind one of the office doors.
- Bathroom features will be turned off and hoses will be removed from the toilet to ensure no leaking.
- Ensure the door does not get stuck so it is easily opened.
- Quick cleanup of ceiling tiles and space. (Was noted by FM)

### **Coin Mach Contract**

Management will review the contract to see if we are able to change services and if the association incurs fees if the community is not meeting the minimum.

### **K Laundry room**

Management noted that there was a sewage back up in the k laundry room. Roto Rooter was there to remove blockages. North East Power Dry is assessing the damage for a proposal.

### **Town Agreements**

The Board would like to request a bulk pick up from the town. This has been tabled until Ms. Spiliotopoulos can gather additional information on Title 39. It was discussed that this may be appropriate for a separate meeting.

### **Tree Work Along Perimeter of Property**

The Board would like to have the tree vendors assess all trees along the perimeter since another large branch fell and hit another car.

Being no other business, the meeting was adjourned at 8:03PM. Mr. Boettcher made the motion, Ms. Laskaris seconded.