



OPEN MEETING MINUTES

June 23, 2026

7:00PM

Call to Order – Andrew called the meeting to order at 7:06pm. Jerry seconded the motion; all present voted in favor.

Roll Call

Jerry Aquino

Andrew Boettcher

Vin Datwani

Anna Lymycz

Erin Spiliotopoulos, CMCA, AMS, Matrix Property Management Group, LLC

Allison Swift, CMCA, Matrix Property Management Group, LLC

Brian Bolger, Matrix Property Management Group, LLC

Approval of Minutes - Andrew made a motion to approve the minutes from the February 24, 2026 meeting. Jerry seconded; all present voted in favor.

The meeting opened with Erin announcing her maternity leave and introduction of Allison Swift as the temporary property manager who will handle Mountainview manor in her absence.

P Building Repairs

- Brian provided details on repairs needed for P building. Upon inspection the engineer noticed bulges in the brick façade between units 4 and 5. The issue is caused by rusted lintels over the garage and missing water management systems, leading to water penetration and brick damage.
- Once the board approves a proposal to replace the lintel and brick above a garage, Brian estimates the work would take 5-8 days once scheduled.
- Void behind P discussed. Opening 8x8 area for inspection, fill and compact, as per Brian. The area will be monitored.
 - **A motion to approve \$6,824 including tax for the repairs of the void behind P was made by Andrew and seconded by Vin at 7:20pm; all present are in favor.**

Financials

- Fannie/Freddie loans are an issue due to the roofing system / reserve study. The Board believes that once this project is completed it will put the community in much better standing to be able to achieve conventional loans. The board is currently bidding on those proposals based on the engineering firms specs. These proposals are due back Thursday, June 25. From there a plan to finance will be created.

Old Business

- Roofing Project – Andrew explained that the roofing project is a very large project and that engineers are aiding with a blind bidding process. All will be evaluated by the board with plywood replacement considered as this will most likely be necessary as the project evolves. Dues will not be increased due to this project.
- JCPL – The BPU is being contacted by Matrix every 3 days and management will continue to call and report until the situation is resolved.
- Verizon – Verizon is ready and installing at great rates throughout the community. Erin will send out a flyer to owners.
- Garage Doors – Replacement bids were reviewed by the Board. The Board is considering the worst condition doors first and will do 15 this summer and 15 next year. This plan is on track to have all the garage doors replaced.
 - **A motion to approve \$23,880 for replacement of 15 garage doors was made by Andrew and seconded by Jerry; all present are in favor.**

New Business

- Fire Marshall Inspection – Minimal violations cited. Everyone who was cited was notified via postal mail and email. Nothing flammable is permitted – if you have changed the lock/key to a common door management needs this key so that they can gain entry to conduct inspections. If they cannot get in, violations will be issued.
- Landscaping – new landscapers. Mulch is done. Pruning is coming up and will begin, weather permitting, early next week. Waiting for a nice day to begin that project.
- Tree Trimming – management is collecting proposals on tree trimming.
- Façade Inspection – Engineer inspected brick facades which are original to the community. Many areas need repair. They were built to code at the time but are missing what would be considered up to code today. It would be necessary to tear off the brick and put back to comply with code. Another option is to remove the brick and replace it with vinyl siding which would be cheaper per square foot. The Board is not making any decisions yet but strongly considering the vinyl siding.

Owner Comments

- **E3 – noted that no lock or handle was on the door – Erin noted we can get a proposal to send to the board.**
- **L3 – Landscaping/Pruning next week – can we pay particular attention to L3? Will send a photo to management for confirmation.**
- **P2 – Roof and façade – done side by side? Board confirmed roof will be first and the projects will not be done simultaneously.**
- **Carlos V asked about a timeline to be able to get conventional loans. This information is not known at this time but Allison will continue to follow up.**

Adjournment – Andrew made a motion to adjourn at 7:52pm. Jerry seconded the motion. All present voted in favor.

