

Barclay Towers Condo Association
www.barclaytowers.org
info@barclaytowers.org
Board Meeting Minutes
January 20, 2016

Board Members in Attendance: Gary Polikoff, President; James Dugan, Vice President; Traci Burton, Secretary; Board Members: Margaret Rehman, Matt Johnson, Joan Slagle

Absent: Board Member Laura Humphreys

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Gary Polikoff called the meeting to order at 7:32p.

November 2015 Meeting Minutes: Matt motioned to accept the November 18, 2015 meeting minutes. Jim seconded and the motion was passed.

Legal Update: No report.

Manager's Report: *Roaches:* The exterminator brought the kits and they are being distributed to residents. The overall issue and possible solutions were discussed. *Hot Water:* The building lost its hot water and Danny figured out a temporary fix until the necessary part to remedy the problem arrives on Monday.

Questions from Owners: The owner of #703/809/902/1203/1405 expressed his feelings about John's attitude towards him. Several incidents were discussed, and since John had left and we could not get his side of the story. Gary P. stated that the board will speak with John for his side of the story, and he invited the owner to attend the next meeting to further discuss.

Conclusion: At 7:50 pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday February 17, 2016 at 7:30 pm in the office.

Barclay Towers Condo Association
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Board Meeting Minutes
March 16, 2016

Board Members in Attendance: Gary Polikoff, President; James Dugan, Vice President; Traci Burton, Secretary; Board Members: Margaret Rehman, Joan Slagle, Laura Humphreys

Absent: Board Member Matt Johnson

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Gary Polikoff called the meeting to order at 7:30p.

January 2016 Meeting Minutes: Traci motioned to accept the January 20, 2016 meeting minutes. Margaret seconded and the motion was passed. **Note:** There was no quorum for the February 17, 2016 meeting and, therefore, no meeting.

Legal Update: There is a foreclosure on #1402 and we have a judgment against him, but he has no money. The mother was then sued for the funds to come from the estate and it was opposed. We will either get the money or the deed. Core samples of the roof will be taken in April with both Winchester and the guarantee company present. There has been no credit applied to the Diamond account as of tonight's meeting. The other damaged units have settled. We will be getting the necessary crickets installed for proper drainage. BTCA gave Dennis' son \$4,000 and when the bond is released, the family will owe the BTCA some money.

Manager's Report: *Foreclosures:* 804, 307, and 414 are being foreclosed. This means \$2,800/month for the building. More foreclosures are in the works.

Questions from Owners: #802 asked about the roach situation and it continues to be worked on.

Conclusion: At 7:59 pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday April 20, 2016 at 7:30 pm in the office.

Barclay Towers Condo Association
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Board Meeting Minutes
April 20, 2016

Board Members in Attendance: James Dugan, Vice President; Traci Burton, Secretary;
Board Members: Margaret Rehman, Joan Slagle, Matt Johnson

Absent: Gary Polikoff, President; Board Member Laura Humphreys

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Jim Dugan called the meeting to order at 7:40p.

March 2016 Meeting Minutes: Jim motioned to accept the March 16, 2016 meeting minutes. Matt seconded and the motion was passed.

Legal Update: None.

Manager's Report: *Risers:* The -01 line is being fixed and will be done by next Friday. The job costs \$49,000. *Foreclosures:* 503, 1012, 309, 1101, and 1212 have been foreclosed upon and the bank is responsible for evictions and paying the condo fees. All 30 units are in the process, with five units being foreclosed each month. *Roof:* On April 27th GAF is inspecting the roof with an expert that we hired. Core samples will be taken. *Building Funds:* With the foreclosures we have money coming in and the elevators, lobby, and pool will be fixed. The pool will not open this year, but will next year. There was a discussion on starting a capitol reserve once we get through this year. *Miscellaneous:* John sang Danny's praises for the excellent job he is doing around the building. The cooling system should be ready by April 29.

Questions from Owners: #802 asked about the amount of insurance she should have on her unit. John advised that \$40,000 is perfect, though still more than she may need in the event of the worse case scenario.

Conclusion: At 8 pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday May 18, 2016 at 7:30 pm in the office.

Barclay Towers Condo Association
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Board Meeting Minutes
May 18, 2016

Board Members in Attendance: Gary Polikoff, President; James Dugan, Vice President; Traci Burton, Secretary; Board Members: Margaret Rehman, Joan Slagle, Matt Johnson

Absent: Board Member Laura Humphreys

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Gary Polikoff called the meeting to order at 7:29p.

April 2016 Meeting Minutes: Matt motioned to accept the April 20, 2016 meeting minutes. Joan seconded and the motion was passed.

Legal Update: We will sue Winchester and are ready to file papers. The inspector found deficiencies on the roof and GAF will not issue the 20 year warranty. Currently have a 5 year workman's warranty. (John provided the report in Gary's absence.)

Manager's Report: *Risers:* The -01 line was fixed, but there were leaks in the -06 and -11 lines. These pipes were capped in two units and air conditioners will be purchased for both units affected. *Foreclosures:* #1501 was foreclosed last August, but keeps going back up for auction. #1101 and #1212 are being foreclosed. Looking to foreclose on 30 units, which will bring in funds that will go towards paying for the risers (to be replaced in September/October). The board will need to discuss options for payment of the new risers, but once we see how much is coming in from foreclosed units. *Miscellaneous:* The building passed the fire inspection. AT&T stopped paying their condo fees and owe \$9,000. Cooling system is working, but has not yet been turned on due to the cooler weather. We need to buy a new pump and heater. The building has a new insurance agent. If you are in need of a certificate of insurance, contact John for the new number. John will brief the board before renewing the policy as the board wants to approve the agent. #309, 307 and 1012 are being evicted.

Questions from Owners: None.

Conclusion: At 8:03pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday June 15, 2016 at 7:30 pm in the office.

Barclay Towers Condo Association
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Board Meeting Minutes
June 15, 2016

Board Members in Attendance: Gary Polikoff, President; James Dugan, Vice President; Traci Burton, Secretary; Board Members: Joan Slagle and Matt Johnson

Absent: Board Member Margaret Rehman and Laura Humphreys

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Gary Polikoff called the meeting to order at 7:34p.

May 2016 Meeting Minutes: Joan motioned to accept the May 18, 2016 meeting minutes. Jim seconded and the motion was passed.

Legal Update: None.

Manager's Report: *Problem Units:* John reviewed a list of problem units, letting us know which are paying rent again, which are empty, which have paid the six months capital contribution monies, and which have been foreclosed upon (#309, 411, 503 and 504). #1212 is owned by the bank and they are not paying. We will sue to foreclose upon the bank. *AT&T:* Per PSE&G, AT&T has been using our gas line for the past 30 years and the line was recently capped. There is no gas going to their generator and should the power go out they will go dark. John is trying to negotiate a free generator for the BTCA and AT&T return to paying their condo fees monthly in exchange for allowing PSE&G to meter a line for AT&T's use. *Entry Keys:* Problems are being reported with the entry keys not working; Matt reactivated them.

Questions from Owners: None.

Conclusion: At 7:51 pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The July 20, 2016 meeting will be an executive session only.

Barclay Towers Condo Association
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Board Meeting Minutes
August 17, 2016

Board Members in Attendance: Gary Polikoff, President; James Dugan, Vice President; Traci Burton, Secretary; Board Members: Margaret Rehman, Joan Slagle, Matt Johnson, Laura Humphreys

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Gary Polikoff called the meeting to order at 7:33p.

June 2016 Meeting Minutes: Laura and Jim motioned to accept the June 15, 2016 meeting minutes. Joan seconded and the motion was passed. **Note:** July 20, 2016 was an executive session only and there are, therefore, no minutes for this meeting.

Legal Update: *Unit 807:* We are suing Kline for the assessments, and have a judgment for a rent receiver. The unit, however, is not rentable. *Unit 611:* The management company paid out the surplus, but will not continue to pay until we catch up. Gary Z. told them to account for the money. We will negotiate to give Kline up to \$2,000 and we will get the money the management company is holding. *Unit 1212:* We will file for foreclosure against the bank. *Unit 1402:* The unit is in foreclosure and we are looking to settle. *Civil Rights Case:* A couple years ago a unit owner did not want to rent to a Section 8 recipient and the potential renter filed a complaint. John was recently interviewed so that the file may be closed. *Roof:* Gary Z. was referred to another expert and it will cost \$5,000-\$10,000 to redo the report. The “new” expert made recommendations and a couple of suggestions. Gary Z. is going to write a demand to GAF for failing to issue the warranty and to Winchester.

Manager’s Report: *Special Assessment:* The -10/11 pipeline needs replacing, but unoccupied #1206 is the only affected unit. There is \$53,000 in the budget to fix the second line that needs replacing and the -10/11 line will be fixed next May. The work on the second line is scheduled to run 9/26-10/7/16. No special assessment at this time. *Cooling System:* There is low oil pressure and this will be fixed tomorrow. The prolonged heat wave put a strain on the system and the power bill was \$20,000. *Foreclosures:* We are waiting on 14 units. The bank foreclosed on #1212 but has not paid us anything as they are trying to get the buyer to pay the six month capital contributions.

Questions from Owners: None.

Conclusion: At 8:15 pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday September 21, 2016 at 7:30 pm in the office.

Barclay Towers Condo Association
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Board Meeting Minutes
September 21, 2016

Board Members in Attendance: James Dugan, Vice President; Traci Burton, Secretary; Board Members: Margaret Rehman, Joan Slagle, Matt Johnson, Laura Humphreys

Absent: Gary Polikoff, President

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Jim Dugan called the meeting to order at 7:30p.

August 2016 Meeting Minutes: Matt motioned to accept the August 17, 2016 meeting minutes. Jim seconded and the motion was passed.

Legal Update: Gary Z. was unable to attend tonight's meeting so he submitted the attached update. **Note:** The board wants to ask Gary Z. about electronic payments for condo fees such as PayPal or credit cards. Any legalities involved?

Manager's Report: *Chiller:* We have a new one on the roof. August was the hottest month in building history and our electric bill was \$20,000 and the gas bill \$3,000. *Risers:* The 10-11 pipe is being replaced and the work begins Monday. In the spring the -06 and -11 lines will be done. The cost is \$42,000 for the pipe and \$11,000 for the walls. *Roaches:* There has been an increased roach/bug presence since #1408 started packing and moved. Several units have not been kept clean, coupled with the dry summer and the roaches coming in for the water, which increased the building's roach population. Jon suggested owners buy roach bombs to detonate under their kitchen sinks at a time when they will be out of the house for a while, such as a work day. *Miscellaneous:* #807 has been served with eviction papers and should be out in six weeks. Quotes are out for a new hot water heater. We are in need of a new back up generator, which costs \$36,000. The money coming in from foreclosures should cover these jobs. We are moving forward on the roof, which is a 3-4 year process. The fire department gave the building a seal of approval for this year. Danny started HVAC classes and is doing fantastic. He is also looking to obtain a refrigeration license; this will enable him to purchase seasonal fans at cost, which will save the owners money as well as bringing in some money for the building.

Questions from Owners: None.

Conclusion: At 8 pm the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday October 19, 2016 at 7:30 pm in the office.

Barclay Towers Condo Association
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Board Meeting Minutes
November 16, 2016

Board Members in Attendance: Gary Polikoff, President; James Dugan, Vice President; Traci Burton, Secretary; Board Members: Margaret Rehman, Joan Slagle, Matt Johnson, Laura Humphreys

Management: John Ross

Legal Representative: Gary J. Zangerle, Esquire

Gary Polikoff called the meeting to order at 7:29p.

September 2016 Meeting Minutes: Jim motioned to accept the September 21, 2016 meeting minutes. Laura seconded and the motion was passed. **Note:** October 19, 2016 was an executive session only and there are no minutes for this meeting. Regarding the roof, however, a course of action was decided where Gary P. will represent the board and report back as necessary. Matt will set up an e-mail designed to go to all board members to facilitate communication.

Legal Update: Gary P. reported on Gary Z.'s behalf that letters have been sent to Republic and Winchester regarding the roof and the expected responses were received. Gary Z. learned that GAF did indeed issue a 20 year warranty, but because we did not pay the \$8,000 we did not see it. Gary Z. requested a copy of this warranty and he should hear back next week. Gary Z. is pursuing this and taking the necessary actions so we may move on to the next step.

Manager's Report: *Roaches:* With units being turned over the bugs are on the move. Various extermination options were discussed. *Foreclosures:* 11 units are left and 3 are closing this month (307, 1212, 808) leaving 8 "dead" units. *Chiller:* The new chiller is more efficient. July was the hottest month and our bill was \$20,000 vs. the \$28,000 of July 2015. This month our bill is \$12,000. The heat is turned off at 10a for the day, and turned back on at 5p. *Generator:* The backup stopped working and GenServ wanted \$62,000 to fix it. For \$7,000 CIE Electrical will replace the wiring and get the switches working again. Should that not work, a new generator will cost \$30,000. AT&T still claims they overpaid by \$184,000 and have stopped paying their condo fees until this amount is returned. They cannot work in the building, though, if they are not paying their monthly fees. *Miscellaneous:* Danny is doing great and has registered for refrigeration classes. John moved to a high deductible health plan which lowers his monthly premium. We continue to pay down the PSE&G balance.

Questions from Owners: #802 asked about the electronic payments referenced in the September 21, 2016 minutes. John shared that we do not have the ability right now to accept electronic payments.

Conclusion: At 8:09p the meeting was adjourned. The minutes were recorded and finalized by Traci Burton. The next meeting will be Wednesday January 18, 2017 at 7:30 pm in the office.