

Breakers in Brigantine HOA Board Meeting – Working Session

Meeting minutes from December 16, 2024

Board members present: Jack Hubbert, Linda Patsakos, Liz Nittolo, Peg Slusser, Ken Gedaka

Meeting called to order at 6:00 p.m.

Officer Selection

J Hubbert recommended first order of business was to select officer roles for the board—president, treasurer, secretary, vice president, and at-large member. He summarized the duties of each role, which include:

- President: overall leadership of Board, including setting board meeting agendas, scheduling board meetings and working sessions, scheduling and leading annual meeting, and similar duties to ensure the smooth and efficient operation of the HOA.
- Treasurer: manage HOA finances, including HOA bank accounts, annual dues collection, process, paying approved vendors (e.g.: landscapers), etc.
- Secretary: Record minutes from all Board meetings and annual meeting. Communicate Board recommendations, decisions and other Board-related matters with HOA members.
- Vice President: Serves the duties of the President if President is not available.
- At-Large: Participates and is engaged in all Board-related matters.

Following discussion, it was agreed that J Hubbert will serve as president. It was also agreed that L Patsakos will continue to serve as treasurer. K Gedaka offered to serve as secretary, which was supported by the other Board members. L Nittolo offered to serve as vice president and P Slusser offered to serve as an at-large board member.

Painting

The board discussed the eventual need to paint all exterior units, which is traditionally done every 6 years. This topic was raised at the annual meeting several months ago, where numerous homeowners expressed displeasure with what is viewed as premature fading or flaking of the paint. This can be seen in various areas of siding, but it is also an even greater problem on deck boards where the paint has worn faster.

J Hubbert and L Patsakos reminded the board that Clean Lines Painting + Powerwashing was the vendor selected when the exterior was painted in 2020. At that time, they were the lowest bidder. Some have speculated that Clean Lines used a lower-quality paint, which may have led to pre-mature fading and flaking in certain areas.

The Board agreed to conduct deeper research not only on the right painting vendor, but also on the appropriate prep work needed prior to painting, as well as perhaps a better quality exterior paint/stain used for the job. This research will be done in the first half of 2025, followed by issuing a request for proposal (bids) in the second half of 2025, with repainting targeted for early Spring 2026. Given K Gedaka's background in paint and coatings, he has agreed to lead the research effort regarding vendors and quality paint. His research will begin in January.

Also discussed was the estimated cost for exterior painting. In 2020, Cleans Lines Painting + Powerwashing charged our HOA approximately \$59,000—as noted, this was the lowest bid at the time. L Patsakos said the HOA currently has approximately \$70,000 in our checking and investment accounts. The Board is cautiously optimistic that by the time we are ready for the next exterior painting in Spring 2026, we should have sufficient funds to cover the cost of this project. (Note that due to inflation, painting costs are likely to be higher versus 2020.) The Board will keep homeowners informed of preparations in 2025.

Testing New Exterior Siding Substrate

As described by homeowner Mr. Killraine Dean and Mr. Mark Dziekonski (units 29 and 27) at the 2024 Annual Meeting, they are working with a contractor to install a new composite siding material on the chimney between their units. This material is more expensive than the cedar planks that are traditionally used for siding in the Breakers. This experiment was approved by the board as a modification request.

The board will reach out to Mr. Dean and Mr. Dziekonski once the new material is installed. L Nittolo noted that not only will the Board want to see how the new material looks (e.g.: does it fit in aesthetically with the Breakers' traditional siding), but also can the material be painted to match the "Breakers blue" color that is used throughout our community.

Electric Panel Possibly Out of Code

As discussed at the 2024 Annual Meeting, some Breakers units may have very old electrical panels that no longer comply with National Electric Code (NEC) requirements, and thus are now considered a safety hazard by modern standards. These main electrical panels were manufactured by Federal Pacific Electric and contain circuit breakers that could malfunction and cause a fire.

Some unit owners have discovered that their main electrical panel was manufactured by Federal Pacific Electric. They contacted a qualified electrician to replace their panel.

J Hubbert recently discovered that his unit had the old Federal Pacific panel. He will write a short note to all homeowners describing his experience and what he did to remedy it, as well as urge all unit owners to ensure they do not have the old Federal Pacific Electric panel in their home. He will also provide the name of the electrician on the island who replaced Jack's electric panel.

Landscaper Contract

The current landscape vendor, Great Landscaping and Painting LLC, has been engaged since 2024. This vendor is under contract until the end of 2025. The board acknowledged that in early/mid 2025, it will need to determine if the current vendor has provided an acceptable service over its two-year engagement and should be considered for renewing its contract; or whether the board should consider re-opening an RFP process.

The current view is that, on the whole, Great Landscaping and Painting LLC has provided acceptable service and has been responsive to any requests or issues that have arisen last season. Nevertheless, the Board will conduct a deep review of the services provided by the vendor before considering a renewal of the contract or pursuing a new RFP.

Mailbox Painting

Final order of business was discussing painting the mailbox station that serves not only Breakers of Brigantine unit owners, but also non-Breakers residents along Ross Drive East and at least one property on Harbor Beach Boulevard.

This mailbox station, located near unit 6, has not been painted in many years and has a drab, weathered look. L Patasko has obtained two painting bids: one from the landscaper for \$550, and another from a painting vendor for \$650. She will obtain additional bids, as well as investigate how they will paint the mailbox station (spray vs brush, prep work, ensure paint does not affect the mailbox doors and locks, etc.).

The board will decide the best vendor once all bids are received. The board will notify homeowners prior to repainting work commencing, which is expected to occur in Spring 2025.

The meeting was adjourned at 6:56 p.m.