

**THE ESSEX PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
APRIL 7, 2022**

I. The April 7, 2022 meeting of the Essex Place Condominium Association Board of Directors was called to order at 7:07 pm by Board President, Joe Letteri

Board members present: Danielle Lawrence, Verlyn Gibbons

Also present: Melissa Errickson, Pin Oak Community Management, LLC

Attendance list attached: See Attached

II. General Business

- A. Approval of January 20, 2022 Minutes – Joe motioned to accept the minutes of the January 20, 2022 meeting as presented, Verilyn 2nd, All in Favor.
- B. Bills to be Paid –The list of bills to be paid were presented to the Board to review. Melissa reviewed the Financials for the residents that were presented to the Board
- C. Security Cameras for Common Areas – the board asked Melissa to investigate the possibility of security cameras for the dumpster enclosures to help lessen illegal dumping as well as trash and recycling violations committed by residents. Melissa explained the issue with the cameras would be someone will need to identify the residents that are filmed to be able to pursue them. If no one was willing to do so then the cameras are not really useful.
- D. Concrete Repair 2206 Gramercy Way – Melissa presented the board with a bid for concrete walkway repairs and step removal at 2206 Gramercy. The resident has requested the step be removed due to a handicap that has presented itself. The board did not agree to taking the step out and making it a ramp, however they will have the concrete walkway repairs done when the community wide project is done in the upcoming months.
- E. Phase 5 Painting Project Proposals – Melissa presented the board with bids for power washing of Phase 5 prior to painting and the painting proposal from T-N-T Painting who has done the work in the past. Joe motioned to approve Blast from the Past Power washing proposal as well as the T-N-T Painting Proposal as presented, Danielle 2nd, All in Favor
- F. Shrub Replacement/Removal in Community – Melissa explained to the residents that there have been numerous shrubs removed throughout the community due to the age of the community and the shrubs either being over grown or dying. Due to the large amount, close to 700, that need replacing and still need to be removed and replaced it would cost the community over \$60,000 to do it all at once. The board discussed and would like to phase this project. Melissa and Verilyn will walk the community to see which shrubs need to be removed and/or replaced in Phase 4 where they will begin and Melissa will present a price at the next meeting.
- G. 2022-2023 Insurance Renewal – The association's insurance agent presented the renewal policy for the community's insurance of the common areas. The price increase was minimal due to there being no claims on the insurance for the year. Joe motioned to accept the renewal price given by JGS Insurance, Verilyn 2nd, All in Favor

III. Open Forum-

- A. Callo – 5604 – stated the water meter cap was missing in front of her unit in the ground. Discussion about them being marked by the MUA since they are homeowners' responsibility. Melissa stated she will call the MUA to see what can be done to clearly mark and/or dig out the meter caps.
- B. Concern about the Gazebo roof looking like it was falling apart – Melissa stated she will have Matt Futie look at it and will present a price for repair or replacement if necessary at the next meeting.

- C. Residents asked if Cagney case information can be posted on a community website. Melissa stated that legally it is not in the community's best interest to do so and the board agreed.
- D. Concerns about 702 Coventry and the door frame that is still attached and the state of the unit as a whole. Melissa stated that violations have been brought against the owner and management is staying on top of the situation.
- E. Residents asked about the community doing a shredding event again in the fall.

Being no other business, the open portion of the meeting was adjourned at 9:04 pm.

Respectfully submitted,
Melissa Errickson, Manager