

HEALEY HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

May 20, 2019

7:00 p.m.

MINUTES

CALL TO ORDER:

The Board of Directors, Healey Condominium Association met in regular Board session on Monday, May 20, 2019 at 7:00 p.m.

PRESENT: HOA Board Members:

John Wilson
Chris Johnson
Wendy Darling
Craig Russert

Property Manager, CMA:

Chinasa Onyebueke

ATTENDING RESIDENTS: Rashan and Nate Wysong — 15B
Sean Hutton — 15A

RESIDENTS FORUM

Owners of 15B came before Board to reiterate their concerns over the state of the building's window frames, which in many instances are leaking (outside to in) as condition deteriorates. John explains that due to the ongoing issue where building does not have ability to have any team hang/rappel off the roof, we are unable to inspect or repair any windows. Also explains that any issues occurring inside the unit need to be addressed by the owner; suggests caulk or other sealant. Nate (15A) is concerned this is a temporary fix and doesn't want Board to forget this as a priority. Meanwhile both Ray and Craig are pursuing angles on how Board might resolve the issue – what exactly the building can and can't do as far as roof anchors and how we might pay for it.

MANAGEMENT REPORT

Chinasa presented the regular management reports and caught the Board up on a list of activities and items on her action list. Board discussed items in detail.

Financials and Delinquencies

HOA financials and delinquency information was included in the management packet.

Roof anchors

- Continued work on determining how to meet requirement for roof anchors and how to pay for the work.
- Raymond has continued to pursue this. Since April meeting, he met with Applied Tech Services, confirmed that per 1910.27 OSHA they can use water tower as anchor up to 5,000 lbs. Still getting more details — what is “half” coverage describes, what is the “5,000 lbs.” he talked about. Board members would like to see a diagram, multiple scenarios.
- Meanwhile Applied Tech Services went to Chinasa and recommended a company that could do the window cleaning and the trim work, once we are able to move forward and have whatever roof anchors are required.
- Craig and John would like meet to Matthew Kaas (Applied Technical Services).

Generator Fuel

Still haven't been able to make any progress on refueling the emergency generator. The only option seems to be to pay the company we found, W.W. Williams, to bring the oil up in 5-gal. drums. Chinasa attempted to get more quotes and other options, but no company seemed to have ability to delivery oil up to the roof via hose. On the positive side, the company revised its bid so estimate is now \$1,800, whereas originally it was \$3000. Board discussed and everyone but Chris were ready to vote yes; due to cost considerations, Chris ask that he be allowed to think about it and then potentially all of us vote by email.

Dryer Vent Cleaning

Discussion of vent that takes up the lint and humidity released from unit dryers. Some people have reported problems with their dryers being moist and/or having a strange odor. No one on Board can recall the vent ever having been cleaned or inspected. Consensus was to get J.H. Kinnard to come in and inspect access points in a couple of units that are having issues, then issue a quote for cleaning.

Fire Inspection Repair Bill

As of April, commercial side had agreed to pay their portion of the bill for the inspection. Bills were revised in early May. Per Chinasa, the next step is that FLSA will conduct sprinkler inspections in June. Everyone in the building will be notified of results and billed separately, on a per sprinkler head basis.

Elevator Modernization

- Between security, CMA, Oracle, and Board, we have developed a system for dealing with outages on the passenger elevator. Security is calling Oracle and Chinasa and John are notified as well. Wendy has been sending out email alerts for every outage and then again when the elevators are back. As of meeting date, one person has been trapped in the elevator; fortunately, the rescue came quickly.
- Major problem: Board needs to have work schedule for the project. We have received a schedule on parts delivery, but not the work. Chinasa has been trying to reach Tim Murphy, the project manager, but he's not been responding. As a result, Chinasa has been working directly with Oracle – a job Murphy is supposed to be doing, per contract.
- John has spoken with elevator crew, who are on site 4 days a week on the project. Says they are working on two elevators at once and plan to finish Elevator 2 in August.
- Board agrees we urgently need work schedule and information to report to residents, who have many questions. And the issue with Murphy must be resolved. Possible breach of contract.
- Discussion of whether the old (existing) freight elevator will remain in operation once our three new elevators (2 passenger, one freight) come online. Some Board members had been under the impression this would be the case and hoping that we we'd have an extra elevator. However, Sean Hutton (resident) pointed out that there might be issues with that, insurance wise and from an ongoing maintenance cost perspective. We would have to get details from this from either Oracle or Murphy.
- Still having issues with passenger elevator breaking down and not getting precise answers on what's wrong. Ray is concerned about what it might be costing us.

Concierge Package Pickup System

- John has done the legwork to research a package pickup system that would be used by the front desk. Has identified Concierge+ system as the top contender. System is a fully-managed web/cloud system. Essentially packing that come in are scanned and all their information – time of arrival, recipient, package ID, etc. are recorded. Will automatically handle notification of residents as well as pickup – when it's picked up, just look up package and it's checked off. System works using an intranet system that allows residents to set up profiles (with preferred contact, etc.) and check what is there for them. Many other options.
- Cost estimate: \$500 initial set-up, from there about \$1500/year (includes CMA discount). There is additional hardware, which has been estimated, but John is sure he can get the hardware for much cheaper than what the company is pricing. It's basically stuff.

- Discussion/confusion over fact that supposedly Concierge+ could function as both an intranet and external web site. Wendy feels strongly that the currently web site is ideal and needs to stay; it's a great marketing tool and much used. However, there is a cost for the web site and a cost for this system. Do we pay both? Yet we aren't clear what Concierge+ could provide in terms of a web site. Johns says contents of the current web site could be imported, but Wendy says it wouldn't be that simple since site is WordPress and also is actually designed, branded. How much work would it be to get that all into a new web site?
- Chris, treasurer, is not a fan of the proposal because from a financial perspective it's a lot of money at a time when we are really stretched. Is there a way to cut costs somewhere else?
- Board does not take a vote on purchasing the system.

ADJOURNMENT

The HOA Board meeting adjourned at 8:30 p.m.