

Winston Towers 600 Board of Directors Meeting

Wednesday, May 19, 2021

07:00 PM, Virtual Meeting

The meeting was held via an online meeting platform.

In accordance with Board member agreement, every meeting will be presided by a different Board member. Mrs. Dolores Bolano, President of the Board of Directors presided over the meeting. The WT600 Board of Directors Meeting was called to order on Wednesday, May 19, 2021, at 07:05 PM. Roll of the Board of Directors was called Mr. Seymon Peltz, Mrs. Dolores Bolano, Mrs. Sophia David, Ms. Virginia Santoni, Mr. Agustin Puyans, Mr. Bernard Etheart, Mrs. Rosana Rodriguez, and Mr. Jeffrey Waxman were present; Mr. Samuel Golberg was unable to attend.

Before moving on to the first item of business, and fourth item on the agenda, Mrs. Bolano moved a motion to approve the previously distributed minutes for the 04/28/21 meeting, Ms. Santoni seconded the motion. Mr. Seymon Peltz, Mrs. Dolores Bolano, Mrs. Sophia David, Mr. Bernard Etheart, Mr. Agustin Puyans, Mrs. Rosana Rodriguez, Mr. Jeffrey Waxman, and Ms. Virginia Santoni unanimously approved the minutes; the motion carried.

The floor was opened for discussion for the first item of business: update sale of unit M09 procedures. Mr. Waxman gave a brief background and description of the unit; he reported that Mr. Puyans, Mrs. David, Mrs. Bolano, and himself met with 3 realtors the previous week to discuss the terms of sale and obtain bids. Mr. Waxman first listed the things that could negatively impact the price of the unit: it has no balcony; the unit is in disrepair; it would take \$40,000 - \$50,000 just to make it presentable; there is damage on the ceiling in several room; and, the storage room in the unit needs repairs on the walls and ceiling. All 3 realtors agreed that it was not worth spending a large sum of money on the unit, but the Association should remove all the furniture and paint the walls white before showing the property; those present decided that could be done in-house. The representatives of the Association offered 3% commission to all 3 realtors, 2 accepted, one did not. The 3 realtors agreed that the value of the unit is between \$250,000 and \$340,000. Mr. Waxman continued by stating that the unit has no balcony, and the only view is of the parking garage ramp. He reiterated that there are a lot of down-sides to this unit, but the up-side is that the sale would represent money for the Association that could be used for the repairs of the building. After analyzing the profiles and proposals of the 3 realtors, the 4 representatives of the Board decided on Mr. Richard Klassman of Winston Towers Realty. Before proceeding to vote, Mr. Waxman asked if anyone present had any questions regarding the unit or the sale procedure; there were no questions or comments, so Mr. Waxman moved a motion to paint the walls and complete the minor repairs and hire Mr. Richard Klassman of Winston Towers Realty as a listing agent with a 3% commission, Ms. Santoni seconded the motion. Mr. Seymon Peltz, Mrs. Dolores Bolano, Mrs. Sophia David, Mr. Bernard Etheart, Mr. Agustin Puyans, Mrs. Rosana Rodriguez, Mr. Jeffrey Waxman, and Ms. Virginia Santoni unanimously approved proceeding with the minor repairs and hiring Mr. Klassman; the motion carried.

The meeting then moved to the second item of business: update on construction projects. Mr. Eugene Kotlyar, chair of the Construction Committee, offered an update on the works being done in the garage structure. He explained that he requested a timeframe of completion on the works from the engineers and they stated they needed 6 months to complete the works underneath the swimming pool, this includes the equipment room and all the structural work on the columns that support the swimming pool; the contract states a total of 18 months to complete the works, which would carry us onto June of next year, and if they do not complete on time there is a penalty of \$200 to \$250.00 per day payable to the Association, so it is in the engineers' best interest to complete on time. Ms. Bolano then asked Mr. Kotlyar to elaborate on the timeframe of when we can begin the pool repairs, since the engineers stated that repairs on the pool cannot begin until the column works are completed. Mr. Kotlyar explained that the engineers verbally promised to be done with the column repairs in 3 months, however as they have been working they have found the damage to be more extensive so they are now saying 6 months, and repairs on the pool cannot be done until the column structure repair are completed because the weight of the pool could cause further damage; currently the repairs are being done 2 columns at a time. Mrs. David added that in the 6 months the engineers are working not only on the columns, but on the slab and the cables and everything that holds up the structure. Mr. Snyder, of unit 1114, commented that he has properties in other buildings and they encountered the same problem and 6 months turned into 7 years, so he asked if we can increase the penalty in order to incentivize the construction company; Mr. Kotlyar explained that we cannot increase the penalty because the contract was signed and reviewed by the lawyer, plus he reiterated that it is in their best interest to complete the works on time. Mr. Kotlyar then gave an update regarding the new roof. The roof contractors stated that materials went up, therefore the roof works will now cost \$744,745.00, plus a 2% performance bond, so the new total for the project will be \$759,640.00; the starting has not been specified yet, since works cannot begin until the HVAC works are completed, but the total length of the contract will be 130 days with a \$200.00 penalty per day if the work is not completed on time. Ms. Bolano added that the HVAC company was delayed by a problem in the ducts, and as soon as this is fixed we will need to wait for the inspection from the city. Lastly, Mr. Kotlyar reported the updates for the East Wall repairs. Mr. Kotlyar explained that we received 4 proposals from 4 structural engineers, but only one of the proposals is somewhat reasonable but did not meet all of our requests, so the committee is still looking for additional proposals. A brief discussion between Mr. Kotlyar and Mrs. Bolano regarding the phases of the east wall and balcony repairs ensued; in the end, it was decided that more proposals are necessary to make the right decision.

The meeting then moved to the last item on the agenda: update on other current issues. Mrs. Tania Gonzalez, the property manager, explained that the west trash chute has a hole between the wall and the 3rd floor chute; there is a big piece of metal sticking out into the chute so the garbage is getting stuck. She is currently working on getting proposals for the repairs, if the metal continues to tear, the whole chute above the 3rd floor will collapse. When Ms. Gonzalez looked at the maintenance records, she noticed that the contract with ECOLO, the company that provided the service, was terminated and the last time they performed maintenance on the chutes was in 2011, since then, the chutes have not been cleaned; the chutes are in need of maintenance. It was discovered in the last fire inspection that there are problems with 3 doors and the hole previously mentioned; if these are not repaired we will not

pass the next fire inspection. Ms. Gonzalez had gotten a quote from ECOLO for the cleaning of both chutes and for the odor system in September of 2020, but no action was taken. She explained that previously, ECOLO had installed an odor control system but it is no longer in service; the equipment is still there, but the service was stopped in 2017. The repair and update of the system to get them back in working condition is approximately \$20,000.00. Ms. Gonzalez expressed that this is something that needs to be done, if we wait any further we will lose our chutes. Mr. Waxman inquired what is stopping us from performing the maintenance, Ms. Gonzalez answered that she needs approval from the Board, she cannot make this decision without authorization. Mr. Waxman then moved a motion that Board authorize Ms. Gonzalez to call ECOLO to perform the necessary repairs on the garbage chutes, Mr. Puyans seconded the motion. Mr. Seymon Peltz, Mrs. Dolores Bolano, Mrs. Sophia David, Mr. Bernard Etheart, Mr. Agustin Puyans, Mrs. Rosana Rodriguez, Mr. Jeffrey Waxman, and Ms. Virginia Santoni unanimously authorized the repairs and maintenance on the garbage chutes; the motion carried. Mr. Waxman asked Ms. Gonzalez, that in the future, please notify him immediately when important issues arise so he can bring it to the attention of the Board and no time is wasted; Ms. Gonzalez assented. Mr. Kotylar inquired what was going on with the laundry room and the washing machines. Ms. Gonzalez explained that CSC, the company that provides the laundry room equipment, is demanding that we sign a 5-year contract in order to provide new machines, even though we had signed a 3-year contract that stipulated the installation of new machines. When Ms. Gonzalez complained that they were not complying with the contract, CSC said they would furnish machines that work with mobile phone payment; Ms. Gonzalez explained that would not work because we have a lot of elderly tenants that do not know how to use the technology, so CSC said they would furnish new machines with the same system we currently have by May 7th, but instead sent an email on May 5th stating in order to get the machines we requested we would have to sign a 5-year contract, and she was unavailable for a week for discussion. Ms. Gonzalez then went on the internet and started looking for other companies; she called Washco and they are asking for a 7-year contract with machines comparable to what we have now. Ms. Gonzalez explained that it is standard for new contracts to be 7 years. Mr. Kotylar asked Ms. Gonzalez about the terms of the contract, and Mr. Waxman told Ms. Gonzalez to call CSC and tell them that the terms of the signed contract were for 3 years and they have to provide the requested machines, or they would be in breach of contract and it will be null and void.

Having completed the agenda, Mr. Waxman moved a motion to adjourn the meeting, Ms. Santoni seconded the motion, all were in favor, the meeting was adjourned at 7:47 PM.

Minutes submitted by the secretary, Virginia Santoni

Virginia Santoni, Secretary of the WT 600 Board of Directors

Dolores Bolano, President of the WT 600 Board of Directors