

**CANTERBURY MEWS CONDOMINIUM ASSOCIATION  
815 DARRETT COURT, SEWELL, NJ**

**February 9, 2015**

**CALL TO ORDER** – The meeting was called to order at 6:00 p.m. by Randal Slemmer, Secretary.

**BOARD MEMBERS PRESENT:**

Michael McKeage, President  
Michael Spanos, Vice President  
Randy Slemmer, Secretary  
Lou Nocella, Treasurer  
Nicole Pensiero, Member at Large

**GALMAN REPRESENTATIVES:** Stephanie Ortiz, Condominium Manager

**GUEST SPEAKER:** Jeff Wert, Metz Engineer

**APPROVAL OF MINUTES:** The minutes of the Board Meeting of January 12, 2015 were approved.

**OPEN SESSION BEGAN AT 7:00 PM.**

**Guest Speaker/Snow Protocol Discussion:** The Board met with Jeff Wert from Metz Engineering who discussed the drainage situation for units with basements. He agreed that the water table has changed over time and that the Association is not negligent in the upkeep or maintenance of the building foundation. He stated that cinderblock was an outdated building material by at least 10 years at the time of construction when CM was built, but use of building material does not make the Association negligent. He did however state that there are things the Association can do to alleviate water build up throughout the community that will help units which are dealing with an influx of water and drainage issues in their basements. Metz Engineering offered to provide the Board with a proposal to review the property and come up with a drainage plan to implement overtime to enhance the drainage throughout the community. Some of these items include, cleaning out the underdrains, lowering mulch beds, extending gutters, and sloping the ground away from the building.

The Board asked for Jeff Wert to prepare a proposal to create a drainage plan to be implemented over the next few years to work these issues out. Jeff Wert requested a copy of the drainage map from the site plans. Management did not have a copy and will need to request a copy of the plans from the Township.

Metz Engineering also suggested the Board consider seal coating the courts and replace the storm grate at the Covered Bridge during the summer months when the water is at its lowest elevation.

**1021 Hillsboro Court-**The Board discussed the scope of work to be completed at this location. The Board requested that Management obtain more bids for this work to be done by a smaller outfit.

**Interior Water Proofing-**Initially McGovern Law recommended the Board pay to have the interior water proofing completed for a unit on Hillsboro Court, after reviewing the Association documents. However, after meeting with a waterproofing expert and a civil engineer, McGovern found the responsibility for these interior repairs not to be the Association's responsibility. Mr. Arbruster was present at this meeting and told that to date, interior modifications will not be reimbursed or completed going further. The Association is however responsible for maintaining the exterior and will be devising a plan to alleviate and eliminate excess water that may build up on the property to the best of the Association's ability.

**3-Way Stop** – The Board and members of the community in attendance at the meeting all agreed that the three way stop at the corner of Hillsboro/Slate should be installed after notice has been given to the resident. 5:0.

**Clubhouse Rental**– The Board voted to return ½ of security deposit to renter who did not clean up after their clubhouse rental. Mike McKeage recused himself from voting. 4:0. The Board will be reimplementing clubhouse inspection after parties by a Board Member. The Rules of the Clubhouse should be revised to state that the Clubhouse must be cleaned by midnight of the rental, blue tac will be given out with rental to avoid the use of tape or nails on the walls. The rules should

also be revised to state that \$150 of deposit will be forfeited if the rental is cancelled within 2 weeks of the rental and \$200 if it cancelled less than 7 days of the rental.

**Nicole Pensiero left at 8:05.**

**Smoking Nuisance Letter** – The Board approved for a letter to be sent to 323 Whittier regarding complaints of second hand smoke infiltration in a neighboring unit causing a nuisance. Unanimous vote. 4:0.

**420 Peppermill Court-** Due to a processing error on the Resale Certificate, a previous balance of \$3,098.67 was not notated to be collected at settlement. Galman Group has addressed this issue with the Board and will be providing the Board with a Management fee credit in the event that this is not collectable per McGovern Law. The credit has already been noted and in the event that the Association is able to collect this amount, Galman Group will reverse the credit.

**Dryer Vent Resolution**–Tabled until next meeting.

**Responsibility Chart Revision-** Tabled until next meeting.

**Clubhouse Accent Walls-** Tabled until next meeting.

**CONFIRMATION OF NEXT MEETING** – The next meeting of the Canterbury Mews Condominium Association Board will be on Monday, March 9, 2015 at 6 p.m. The Open Meeting is scheduled to begin at 7:00 PM.

**ADJOURNMENT** – There being no further business before the Board, the meeting was adjourned at 8:45 PM.

**RESPECTFULLY SUBMITTED:** Stephanie Ortiz,  
Property Manager, The Galman Group