

Meeting minutes from the June 10 meeting::

CANTERBURY MEWS CONDOMINIUM ASSOCIATION BOARD MEETING OF June 10 at 7:00 pm APPROVAL OF MINUTES from May (Approved) Board Members: Eugene Brooks Jon Chase Anna Grant Mike McKeage Debbie Pettruzio Gabrielle Steffen – Property Manager Community Members: Barbara Pandorf – 403 Pepper Mill Phyllis Pallo – 414 Pepper Mill Beth Foster & Frederick Jones - 413 Pepper Mill Kathleen Connelly - 101 Covered Bridge Lisa Acello – 717 Rutland Sharon Dzierzgowski – 716 Rutland Chris Speranzo - 304 Whittier ACTION ITEM #1 We have received proposals for the painting of the shaker shingles on Hillsboro Court and Rutland Court. Please vote if you want the work to be done. Discussion – Reviewed quotes. Do all of the companies have the same insurance? Brennan – Mid GLS – Lowest Hibbs – Highest All quotes were within a few hundred dollars. Board approved quote to go to Tom Hibbs (motion passed) Community – Was the painting budgeted for? Yes, and to fix the carpenter bee holes. ACTION ITEM #2 The pool pass for 729 Rutland has been suspended. As large group of teenagers stayed past the 8 PM closing time and the gate was looked. Pool hours are clearly marked at the entrance of the pool. The teenagers climbed of the gate to leave the pool instead of using the exit button. The gate was bent and had to be adjusted. Please advise how the suspension should be handled. Discussion – Banned until Monday, 6/17 and then fob will be reactivated. Parent didn't know that children needed to be 16 years old to be at pool alone. (motion approved) ACTION ITEM #3 The new insurance proposal came in. Overall, the premium has increased from \$153,592 to \$188,700. This is a significant increase, which is driven by a very “hard” insurance market and a \$132,500 fire claim this year. The property insurance carriers in the residential condominium associations continue to struggle with profitability in this space. Catastrophic storms (hurricanes, tornadoes, hail storms, wild fires, winter storms, etc.) continue to create significant losses in the habitation sector. A number of carriers have decided to withdraw from this class of business due to unprofitability and other carriers have become extremely selective in the accounts they write and the accounts they renew. Please vote to approve policy renewal. Discussion: When is the renewal? Galman is supposed to be shopping around for the best rates. Were loss runs included in the board package? This will be requested by Galman. (motion approved) INFORMATION ITEMS: \*The management office will be closed from July 4th until July 15th. In true emergencies you can contact the Galman main office at 215-886-2000. All calls and emails will be returned upon reopening of the office on the 16th of July. There will be no Board meeting in July due to vacations. Parking hangers will start to be given out on Hillsboro Court in the middle of July. Until you receive the hand delivered notice, there is nothing you have to do at this point. This only applies to Hillsboro Court. All other courts will get their notices as we progress. Discussion – It's getting worse on Hillsboro. Any updates from township regarding renters and how many folks are living in each home. Not confirmed. Rutland Court will be the next court. \*ARCHITECTURAL REQUESTS: 429 Pepper Mill Court would like a tree planted. between the bedroom windows of 503 and 505 Swiftwater Ct. North. Please see application and pictures in the board package. (Ground Troops will need to review and approve the type, placement, etc. Motion approved pending Ground Troops feedback). 942 Woodstock – Owner is requesting to have patio area fixed (new patio poured), due to rain/flooding. Concrete has sunk. He is an end unit, water collects. We have a proposal from Ground Troops. If water is going toward the home concrete will need to be replaced. Parking permit – Still need a check from Galman for this. Gabrielle will follow up. \*DELINQUENCIES See attached delinquent status report (Confidential and for Board review only) \*RESALES: 1006 Hillsboro Court \$281,000 VIOLATIONS: NONE Open Forum: 414 Pepper Mill: Complaints about tree removal on 5/20/24. Not happy with the tree removal. Removed “my” trees, animals impacted. 413 Pepper Mill: Complaint about trees being removed. Health issues with husband, can't

have windows open. Board Shared: These things that are being done, are not being done by Gabrielle. Serious issues within the development over the years, etc. Structures are built on concrete, then wood and siding. When the trees were originally planted, they weren't planted correctly. Issues with systematic deterioration, cracking foundations, chimney foundations, entrance foundations, etc. Engineers and multiple professionals have been involved in the research of all of this. Regrading and replanting are necessary over time. Trees, lawns, etc. are all part of common areas. If structures fail, all residents will be impacted. Structural issues are not the same in all of the buildings. We will be replanting accordingly, based on professional input. Snapper turtle was recently hit and later killed. Speeding issues. We have spoken about speeding for years. Speed bumps cause difficulties with plowing, etc. If a speed bump is behind your home, the noise will be intense. Lisa Acello is getting signs; Gabrielle will have Angelo help her put them up. Can the Twp patrol Holly Ave? Sharon at 716 – Bird made a nest on top of ac compressor. Who replaces the vent? Gabrielle has asked for the resident to send an email with pictures. The estimate is about \$500.00. Landscaping rocks on the side? Follow up with Gabrielle late July/August. Owner responsibility? Circling back to the tree discussion, what is being planted, etc. The community does not have a say in what is planted. Window discussion – Where is the list and how do we get it? Is a structural request needed? Chris was asked to email Gabrielle. 717 – Deck replaced last year. Slats are all uneven. Sent an email to Gabrielle. Slats under slider was not replaced. (Diamondgirl61@comcast.net) Recycling complaints. Asking for additional recycle bins. This has been discussed. Our discussion goes back to there is no space to put larger containers. Sprinklers not working. They have been working on the sprinklers. Who manages Ground Troops? Question was raised regarding the removal of mulch before adding new mulch each season. Also, a question about soil samples. It was explained that soil probing was completed. It was also explained that soil sample testing was not required and why. Meeting Adjourned at 8:15 p.m. Next Meeting: 8/12/24 Take-aways: Should we set up a FB page where we can post relevant community information (example, the tree work)? Comments can be turned off; it would solely be informational. The process for structural requests could also be included here, etc. Approved vendors could also be listed, etc. I know it is probably pointless, but just a thought.....Gabriele Steffen – Property Manager

Debbie Petruzio

Anna Grant

Jon Chase

Eugene Brooks

### **Community Members:**

Barbara Pandorf – 403 Pepper Mill Ct.

Frank Comstock - 320 Whittier Ct.

Terri Fasolini – 915 Woodstock Ct.

### **AGENDA**

APPROVAL OF MINUTES from February

ACTION ITEMS

ARCHITECTURAL REQUESTS  
RESALES  
VIOLATIONS  
NEW BUSINESS  
CONFIRMATION OF NEXT MEETING  
ADJOURNMENT

#### ACTION ITEM #1

**\* This is being reviewed to gather additional information, more to come.**

There is a new law in New Jersey regarding the dryer vents:

#### Importance of Dryer Vent Maintenance

Please review this important update concerning dryer vent regulations in New Jersey. By now most of us know that regular cleaning & repair of dryer vents is strongly recommended or required by insurance companies and often mandated by Community Associations. The safety of your property & residents depends on it.

**\* Dryer cleanings are due every two years.**

#### Hazards of Lint Buildup

Lint buildup, coupled with potential bird and rodent nests, pose serious health & fire hazards. These hazards are exacerbated when dryer vents are obstructed or improperly maintained. To mitigate these risks and ensure adherence to safety regulations, staying informed about the latest mandates is essential.

#### Enforcing Section 504

As of October 2023, fire safety officials have begun enforcing Section 504 of the 2021 International Mechanical Code in NJ and begun notifying Community Managers & Boards of same. This section lays down mandates for dryer exhaust systems to curb fire hazards. Below are a few of the key mandates outlined in this section:

Dryer exhaust ducts must be equipped with a backdraft damper.

A ban on the use of screens and cages / guards over exterior vents.

A prohibition on booster fans. However, domestic dryer exhaust duct power ventilators that are specifically listed & labeled to conform with UL 705 are permitted.

A notice will be sent out this month as a reminder to all residents that their dryer vent certificate is due and the alterations have to be made to pass.

**\* Some type of flap, backdraft damper? We are looking into this. Once clarified, the community will be updated. If necessary, it will be due by the end of October 2024.**

#### ACTION ITEM #2

Dumpster enclosures: There seems to be a dispute what color the dumpster enclosures are supposed to be. Woodstock was just painted in the sea star color by Benjamin Moore matching our doors but a resident insists that the enclosures are supposed to be gray. Please discuss what color the enclosures should be painted.

**\* Sea Star color is what has been determined.**

### ACTION ITEM #3

It has been brought to management's attention that there is some clean up necessary on decks and porches. We also had several complaints about the lack of dog curbing. Please discuss how these issues should be addressed.

### INFORMATION ITEMS:

**\* FOBs will be activated before Gab leaves for the weekend.**

**\* How many guests per FOB? One to two guests per FOB.**

Pool hours 8 a.m. to 8 p.m.

The pool will open on May 25<sup>th</sup> at 8 AM weather permitting. Please use the same FOBs that you were given last year. If you lost your FOB, you can get a new one for a \$50 fee. Please remember the following rules:

1. All Condominium Association fees and fines must be current. Owners that are not paid in full will be denied access to the pool. Renters will also be denied access.
2. No intoxicating beverages will be allowed in the pool area. Anyone believed to be intoxicated will not be admitted.
3. Glassware is not permitted in the pool area
4. Flotation devices are not permitted in the pool with the exception of flotation devices for children or non-swimmers. Non-swimmers are not permitted in deep water.
5. Minors under the age of 16 must be accompanied by an adult. No exception!  
Management reserves the right to ask for an ID.
6. Diving and jumping off the sides of the pool is prohibited. Individuals who are caught breaking this rule will be expelled from the pool and suspended for 1 week
7. Running or rough play will not be tolerated in the pool area. This includes punching, wrestling, ball playing and abusive language.
8. Radios are not permitted. Not everybody enjoys your music!
9. The Association is not responsible for lost or stolen items.
10. Individuals must clean up their own trash. When leaving, please dispose of trash in dumpsters provided near the pool area.
11. **SMOKING IS ONLY PERMITTED ON THE UPPER DECK.**
12. Barbecuing is not permitted in the pool area.
13. Pets are not allowed in the pool area by order of the Board of Health.
14. All children in diapers must wear outer rubber pants in the pool(s).
15. Persons attending the pool who needs to stop in at the Management Office, must be properly attired.

PLEASE BE AWARE THAT IF YOU BREAK THE RULES, **YOUR FOB WILL BE DEACTIVATED** FOR 1 WEEK OR DEPENDING OF SEVARIETY OF OFFENSE FOR THE REMAINDER OF THE SEASON WHICH WILL AFFECT ALL MEMBERS OF THE HOUSEHOLD!

**\* Plaster is five years old. During Covid, pool was not maintained. Plaster can be polished or painted. Nothing has to be done at this point.**

**American Pool Company is repairing the pool cover.**

ARCHITECTURAL REQUESTS: 907 Sterling is requesting for shrubs to be planted at the side of her home for more privacy.

DELINQUENCIES See attached delinquent status report (Confidential and for Board review only)

**\* No drawing has been submitted yet, this will be asked for and followed up.**

RESALES:

1038 Hillsboro Court **\$240,000 (confirm price)**

1006 Hillsboro Court \$281,000

VIOLATIONS: NONE

**Additional Information:**

320 Whittier Court – Owner has brought up issues regarding interior water damage from a leak.

Roof was replaced in May 2020.

6/25/20 – Breen replaced roof vent

11/12/20 – Sealed bathroom exhaust fan

8/2023 – Sealed glass of skylight

2/2024 – Sealed seem of a shingle

Breen repaired what they were supposed to repair. It wasn't the result of a roof issue. Independent contractor looked at roof and it was stated that the roof wasn't compromised.

Homeowner is asking for the Board to advocate on his behalf. It was explained that a third party did look at the roof, etc. Homeowner has been asked to submit invoices for expenses. He would appreciate recovering the most recent fee of \$150.00. It was explained that the Board has no idea what the outcome will be.

**Financials:**

\* Accounts have been updated and should now be making about 45,000.00 per year.

\* Ask about Business Insurance.

\* Snow removal costs increased (68,000.00 this season). Did we review invoices or did rates go up and we didn't budget for it?