

**Townhomes of Eastbrooke Condominium
Board of Managers Meeting
February 1, 2022 6:30 pm – Zoom**

BOARD MEMBER Attendees:

Phase I: Joann Arcarese, Leonard Marks, Mark Wheten
Phase II: Wendy Fraction, Kathleen O'Brien, Jennifer Mabila
Phase III: Ava Fair, Justin Krog (absent), (open seat)

KENRICK CORPORATION Attendees: Jeff Gillette, Laurie Krenzer, Hans Rozestraten

Owners in attendance: J Jett, C Charvella, L Rosario, M Helm, D Wells

Call to Order:

Via Zoom the monthly BOM meeting was called to order at 6:30 pm by President Wendy Fraction.

Open Forum:

870 EB – Appalled at property condition. Roads & driveways not plowed since storm and sidewalks not cleared. Do not want to hear what Kenrick is doing to remedy situation, want to know what BOM is doing to remedy situation.

441 EB – Light pole in corner was knocked down during plowing – Please reinstall

543 EB – 1/17/22 was a bad storm, Staff had difficulty keeping up w/storm. All people should do their best to assist others. Happy to help if I can.

597 EB – need more staff hired even with worker shortage. Unhappy w/response from Kenrick that roach problem is owner's responsibility.

954 EB – Thank You to Joann & Mark, BOM members for answering my questions. Thank You to staff for their efforts. Concerned about property liability. Still want answers to previous questions submitted.

BOM will individually respond to HO concerns from Open Forum.

Review of the January 4, 2022 Meeting Minutes:

- Kathy O'Brien made a motion to approve January 2022 meeting minutes. Jennifer Mabila 2nd. Motion approved, unanimous.

Review of December 2021 Financial Statements for Brighton Eastbrooke and the Townhomes of Eastbrooke Condominium: Jennifer Mabila

- Jennifer Mabila made a motion to approve the financial statement for Townhomes of Eastbrooke Condominium. Joann Arcarese 2nd. Motion approved, unanimous.
- Jennifer Mabila made a motion to approve the financial statement for Brighton Eastbrooke. Joann Arcarese 2nd. Motion approved, unanimous.

Committee Reports / Updates:

Landscape: Joann Arcarese One small newly planted tree was smothered by Tandoi during the snow removal by the heavy equipment on 1/18/22.

Maintenance: No Report

Rules: Wendy Fraction Winter parking rules (Nov 1 – April 30) are being updated and re-populated into the Rules & Regulations for the property.

Kenrick Reports:

Property Manager Report: Hans Rozestraten

- 524 EB – Contractor has completed interior repairs; unit is now inhabitable. Neighboring unit repairs are also complete.
- 576 EB – Interior repairs are complete. KMC will replace entry door when can coordinate schedule w/non-resident HO.
- Greenlight internet – Jeff has met w/field supervisor. Easement agreement signed.
- Direct correspondence with BOM & owners regarding first major snowfall of the year on 1/17/22. EB was understaffed to handle a major snowfall. Have been advertising for more EB workers for over a year. Few applicants are interested in doing manual labor.
- 820 EB – attorney action in progress

Superintendent Report: Jeff Gillette

- Discovered a snowblower attachment for the Bobcat, needed minor repairs. Capable of blowing snow over existing piles. Will work well to move intersection piles and on main sidewalks when ground is frozen. If used on non-frozen ground tires could dig trenches along sidewalk.
- Motion detector bulb trial – an unfortunate failure. 4 garage units & 1 rear patio area tested & found bulbs to be overly sensitive. Research to continue into other options for motion detector lighting.
- See attachment

Unfinished Business

- Clubhouse Renovations - Hans received & presented quotes for Clubhouse renovations and for maintenance shop renovations from project coordinator Brian Otto. Board to review and vote could be completed by email
- No Smoking Rule - effective April 1, 2018 - smoking is prohibited everywhere on the property of the Condominium including, but not limited to: garages, indoor and outdoor restricted and common areas. **Smoking is allowed inside an owner-occupied condominium only.**

New Business:

- Snow storm on 1/17/22 – It is understood by the Board and Kenrick Corporation that many things did not work during the MLK Day storm.
 - Eastbrooke was understaffed for this major event & COVID took one staff out of work
 - Present staff has only 1 year of experience moving snow at Eastbrooke
 - Outside laborers brought in had no experience in snow removal processes
 - Storm lasted longer than contracted help was available to assist
 - Snow fell faster than could clear away, total = 11.5 in @ ROC airport
 - Due to holiday, more cars were on site then normal: no school/college/banks
 - Residents did not adhere to the winter parking/snow removal procedures and move vehicles off the street or out of driveways to allow streets & drives to be plowed. Over 200 cars impeded plowing.
 - Temperatures warmed after storm - melting, then refreezing – causing lots of ice

- Future snow removal plans –
 - Scheduled to begin removal earlier, even middle of the night
 - Outside laborers with snow experience will be brought in
 - More contracted help w/experience on reserve for a longer duration
 - Additional equipment available to move large quantities of snow
 - Rotate start locations for plowing/snow blowing
 - Developed a medical issue/first responder list for priority plowing
 - Notifications to HO about moving vehicles or could be towed
 - 2nd Calcium Chloride tote set up in Phase 1
 - Continue to advertise for more staff
- Individual Refuse Removal – Suburban Disposal will provide refuse/recycling pick up from in front of the garage door at Eastbrooke for an additional cost to individual owners. More information to follow in the EB monthly newsletter
- Additional parking - Research where could EB develop additional parking spots.

Adjournment into Executive Session: 7:41 pm
 Certain items were reserved for executive session.

Kathy O'Brien made a motion to adjourn meeting at 8:55 pm. Wendy Fraction 2nd. Approved, unanimous.

Respectfully submitted by,

Laurie Krenzer

Laurie Krenzer, Recording Secretary
 Townhomes of Eastbrooke Condominium