

**Glen Ridge Cooperative**  
**Executive Board Meeting**  
*Via Zoom*  
**August 25, 2021**

Present:

Resident Board Members: Dick McKee, President, Dot Michaelis, Vice-President, Carol Higgins, Treasurer, Lois Happe, Secretary, Eric Goldberg, Sandy Hale, Scott Posocco

New Samaritan Representative: Paul Shapiro

Community Board Member: Jim Fianza

Residents: (Joined at 10:35) Anna Crawford, Lee Salina, Joan Terry

Staff: Stan DeMello

1. The meeting was called to order at 10:03 am.
2. The minutes of July 28, 2021, were unanimously approved.
3. It was moved, seconded, and voted to suspend the agenda and to convene in executive session.
4. The stated agenda was resumed; resident members were welcomed. There were no concerns brought to the Executive Board by those members.
5. Carol Higgins presented the Treasurer's Report.
  - a. July Balance Sheet reveals no significant changes.
  - b. The Income Statement showed the effect of the semi-annual water and sewer payment.
  - c. Investment Funds showed a balance of \$145,776.57 in Replacement Reserve and \$51,313.35 in Operating Reserve.
  - d. The review of Office Expense account indicated there were no extraordinary expenses in the previous month. Payments for appliance replacement were taken from a separate account.
6. Committee Reports

- a. The Finance Committee had a preliminary discussion concerning 2022 budget. Since this is an important issue, the Executive Board was encouraged to attend the September Finance Committee meeting.
- b. No report from Rules and Regulations.
- c. Buildings and Grounds Committee did not meet in August.
- d. The report of the Hospitality Committee is included in the Administrator's Report.

7. Administrator's Report — see attached document

- a. Buildings and Grounds updates:
  - i. Three streetlights have been replaced; they are equipped with light sensors that will eliminate the need for timers.
  - ii. Krukoff Paving has completed contracted walkway repairs; Columbia Sealcoat is scheduled to seal the walkways.
  - iii. Krukoff Paving has been asked to provide a quote to repair cracks on the section of Sycamore Drive that was not repaved three years ago; Columbia Sealcoat has been asked to provide an estimate for sealing the road.
  - iv. Acropolis Painting is scheduled to stain the five decks that were replaced in 2020.
  - v. Home visits by two heat pump contractors are scheduled; next step will be choosing one of them and determining financing incentive offered by Eversource.
- b. Hospitality
  - i. Coffee Hour is scheduled outdoors on the patio.
  - ii. The next community dinner will be September 23 hosted by Kathy and Dick McKee.
  - iii. To assist new committee members, the committee is developing guidelines to clarify procedures and routine tasks.

8. Unfinished Business

- a. After the home visits are concluded and the 15 interested owners receive information about installation and costs from both heat pump contractors, one contractor will be chosen. Upon approval by Eversource, Eversource will disclose the financial incentive they will offer to owners for the project.

- b. Discussion with the trustees of the Mary K. Camp Foundation is needed to receive permission to use the grant for construction of the proposed access project.
  - i. The Board previously eliminated the use of the present stairs as part of the proposed solutions for access. One pathway was designated as a focus for estimates from an engineering study and for construction.
  - ii. In an informal conversation, Krukoff said the proposed pathway was not an optimum solution since his current paving equipment could not be positioned to accomplish what was intended. At minimum, the project would cost \$25,000 for the paving, including the cost of necessary equipment rental.
  - iii. As an alternative, he suggested paving Pond Road. A rough estimate of its cost is \$17,000. This option offers the following benefits:
    - 1. No engineering study would be required.
    - 2. The road is owned by Juniper Hill Village; Glen Ridge could likely lease the road for \$1 to carry out the project.
    - 3. Since it is an established road, permit requirements by the town are not necessarily applicable; this needs to be confirmed.
    - 4. Since paving would benefit the entire campus, would JVH be willing to contribute to the cost?
    - 5. Would the trustees of the Camp Foundation approve the use of the funds for this purpose instead of an engineering study?
  - iv. Further investigation is necessary to make an informed decision about constructing appropriate access for community members on Silo Road.

## 9. New Business

- a. Copies of Standards for Maintenance were distributed to the Board for review; Buildings and Grounds Committee will discuss the document at their next meeting. Some version of these standards should be included as we consider updates to our Declaration.

- b. **It was moved, seconded, and unanimously voted to approve the following payments from Operating Reserve:**
  - i. **\$1,770.97 to Belfor Restoration for water mitigation at 13B.**
  - ii. **\$1,036.91 to Stanley Kurdzo Plumbing for water heater replacement at 9D.**
  - iii. **\$765,71 to Bousquet Appliances for refrigerator replacement at 14D.**
  - iv. **\$900 to Brecht Engineering for the balance of the Reserve Study contract.**
  - v. **\$10,000 to Krukoff Paving for walkway repairs.**
- c. **Further, \$1,595.25 is to be paid from Operating Expense to Servitium for window washing.**
- d. It was recommended that in the future Board packets should be sent electronically rather than printed and delivered. If an alternative is needed, arrangements should be made with the office.
- e. A copy of the management agreement with EHM was distributed to Board members for review. A subcommittee of Carol, Dick and Dot will review the document to make any recommendations to the Finance Committee and the Board. Updating job descriptions is of particular interest.
- f. Stan reminded the Board that he will be on medical leave for four weeks, beginning October 5, for knee replacement. He intends to participate in committee and board meetings via Zoom while he is out of the office.
- g. Stan hopes to present a proposal to Buildings and Grounds committee concerning window replacement, with a priority for buildings 1 & 2. The number of factors to consider is make planning difficult.

10. The meeting was adjourned at 11:28 am.

Respectfully submitted,  
Lois. Happe, Secretary

Next meeting will Wednesday, September 29, 2021 at 10:00 am via Zoom.