

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
May 18, 2021
VIRTUAL MEETING

I. CALL TO ORDER: Mr. Spell called the meeting to order at 5:36 p.m.

Directors Present: Mr. Andrew Spell, President
Mr. Raymond Miller, Vice President
Ms. Jennifer Yonkos, Treasurer
Ms. Alis Marachelian, Secretary
Ms. Sabrina Faber, OA Representative
Mr. Lewis Gorman, Director

Directors Absent: Mr. Hashmat Ali.
Management: Building Manager, Ms. Daisy Angelino.

Residents: None.

II. RESIDENT PARTICIPATION: None.

III. AGENDA:

MOTION: Mr. Gorman moved, Ms. Faber seconded, to approve the agenda as written. The motion passed unanimously (4-0-0).

IV. APPROVAL OF MINUTES:

MOTION: Ms. Yonkos moved, Ms. Marachelian seconded, to approve the April 20, 2021 Minutes as amended. The motion passed unanimously (6-0-0).

V. REPORTS:

A. President: Mr. Spell said that there was a long list of things to be done, so the Board should set priorities. He asked for any suggestions on discretionary items that can be done now or any lower or higher priority projects. Ms. Yonkos suggested doing a maintenance project behind the walls and a project that residents can see. Mr. Spell suggested a balance between things the corporation needs to do and the ones it wants to do. Mr. Gorman said that improving the WiFi system would benefit residents. Ms. Angelino said it would be a good project since the current system expires in November. Mr. Spell also recommended a phased-in water project consisting of installing water sensors and then installing water shut off valves. Ms. Angelino said she can get 3 bids for water sensors for the Board to review. Mr. Spell added that doing such smaller projects can avoid replacing all water pipes. He also said that the Board should explore making staffs' lives better through automated payment systems such as Skyline; finding an electronic location for policies; and improving daily operations.

B. Treasurer: Ms. Yonkos reported on the following:

Total Operating Cash-\$129,335
Operating Reserves-\$76,393
Replacement Reserves-\$4,094,860
Replacement Reserve Total-\$4,171,253
Total Operating Cash & Reserves-\$4,300,588

Delinquencies as of 3/31/2021 were discussed. Ms. Angelino then gave the Variance Report for March 2021.

C. OA Representative: Ms. Faber said that the OA Board was not meeting until the following week, but that the Fitness Center was now open and the reservation system will stay in place. She also said that new equipment has been installed. She added that the pool should open on Saturday, May 29 and that the new general manager should be confirmed at the upcoming meeting.

D. Manager:

Contracts:

Internet: Ms. Angelino said that since the contract for the internet ends in November, she is discussing an upgrade with Comcast that will mean savings.

MOTION: Ms. Yonkos moved, Ms. Marachelian seconded, to begin upgrading the internet with Comcast at an annual cost of \$10,600. The motion passed unanimously (6-0-0).

Ms. Angelino said that the implementation can take one month. Mr. Gorman suggested promoting it to residents and asking for feedback.

Natural Gas:

Ms. Angelino said that the natural gas contract ends on 8/31/2021 but that she was working on locking into a rate that will save more money.

Elevator Maintenance: Ms. Angelino said that the contract ends in a year but she was reviewing other vendors.

Calendar:

- Trash chute cleaning May 21
- Window washing May 24 and 25
- Reserve Study update meeting May 28
- Pump seal replacement work to be finished May 25

Engineer:

Cooling Tower Water Treatment Controller Replacement: Of the 3 vendors who submitted proposals, Mario has recommended NAC to do preventive maintenance on the cooling tower.

MOTION: Ms. Yonkos moved, Ms. Marachelian seconded, to approve NAC to do preventive maintenance of the cooling tower at a cost of \$1,425. The motion passed unanimously (6-0-0).

The convector project and screening of cooling tower for cicadas have been completed. Two A/C pumps are being worked on.

Amicus Elevator Consultant: Ms. Angelino said she discussed elevator components that need to be replaced with David Mirch, the elevator consultant. They also talked about cab finishes which can be done at the Board's discretion. Mr. Mirch said that this would be a good time to upgrade the cabs which were last updated in 2005 and estimated a cost of \$50,000 per cab for mid-level quality finishes. Ms. Angelino will request bids and do a bid comparison.

V. **NEW BUSINESS:**

A. Reserve Study Update: Mario is preparing items requested by the engineer. A telephone meeting will be held on May 28. Mr. Spell and Ms. Yonkos will attend.

B. Smoking Policy: Mr. Spell said that the smoking ban policy was outdated and didn't cover vaping. He said that the CAI policy covers "anything noxious." Ms. Angelino cited the South building's non-smoking policy which is now included in new leases. Ms. Faber said there has been overall compliance. Ms. Marachelian said that the RPN shareholders were in favor of a ban. Mr. Gorman said that any ban should include all substances.

[Ms. Marachelian left the meeting at 7:34]

MOTION: Mr. Gorman moved, Mr. Miller seconded, to adopt a non-smoking policy inclusive of all substances and techniques in a period to be determined. The motion passed unanimously (5-0-0).

VI. **OLD BUSINESS:**

A. Shareholder Inquiry about the Rooftop Deck: The resident was contacted about why use of the deck was deemed unfeasible.

B. Sharing Owner Contact with Resident: The resident was informed that the corporation shares owner-to-owner contact information rather than owner-to-resident.

VII. **ADJOURNMENT:**

MOTION: Ms. Yonkos moved, Mr. Gorman seconded, to adjourn the meeting at 7:41 p.m. There were no objections.

River Place North
May 18, 2021

SUBMISSION OF MINUTES

**Alis Marachelian, Secretary
River Place North
Housing Corporation**