

FINAL

**MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
August 16, 2022**

I. **CALL TO ORDER:** Mr. Spell began the meeting at 6:00 p.m.

Directors Present: Mr. Andrew Spell, President
Ms. Alis Marachelian, Secretary
Mr. Lewis Gorman, Director
Ms. Liza Albright, Director

Directors Absent: Mr. Hashmat Ali and Ms. Jennifer Yonkos

Management: Ms. Daisy Angelino, Building Manager; Mr. Jeff Bonilla,
Operations Manager.

Residents: Hazem Alghabra #642 Shareholder; Wyatt Suling #642,
Tenant; John Hopkinson.

II. **RESIDENT PARTICIPATION:**

- One shareholder said he wanted to discuss the front door incident in which his tenant damaged the door. He also said that although the repair was split between his tenant and another resident who forced the door, it may have been damaged by others before his tenant moved in. Mr. Spell said that the Board will discuss the matter in Executive Session.

III. **AGENDA:**

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

IV. **APPROVAL OF MINUTES:**

MOTION: Ms. Marachelian moved, Mr. Gorman seconded, to approve the minutes of July 19, 2022 as amended. The motion passed (4-0-0)

V. **REPORTS:**

A. **OA:** Mr. Spell said that an OA Representative was needed. Mr. Gorman said he was on the Safety Committee and can update the RPN Board. Mr. Spell said he was working on the pedestrian entrance and can be the temporary OA Representative but not for the long term. He suggested having 2 alternates to the OA.

MOTION: Ms. Marachelian moved, Ms. Albright seconded, to have Mr. Spell as temporary OA Representative and Mr. Gorman and Ms. Marachelian as the other alternates. The motion passed (4-0-0)

VI. **NEW BUSINESS:**

A. Boiler Project: Ms. Angelino said that since the boilers were installed in 1954, Mr. Bonilla was collecting bids. She added that the cost would probably be over a million dollars. Mr. Spell added that the boilers were shut off in the summer. Ms. Angelino then said that plans were being made for redundancies for heating the building and the water.

B. Smoking Violations Confirmation Process: Mr. Spell said that the corporation could buy a \$60 sensor to detect smoke and confirm the use of tobacco or marijuana. Ms. Angelino said that management has received sensors and wipe kit. Mr. Bonilla then discussed the "process to verify use of substances on property." Mr. Spell added that the wipe kits were free but that lab testing wipes costs \$95. He also said that testing would be done outside the door of the suspected smoker. Mr. Gorman said he will ask the Safety Committee to have patrols do the test. Mr. Bonilla also said that the meter should be tested first to see how it works and then the whole process should be tested.

VII. **OLD BUSINESS:**

A. Separation of Garage Annunciator Response: Ms. Angelino said she had no updates but asked for support to appeal to the fire marshal to monitor fluctuations due to possible false alarms. She also said that the panel should be on the new reserve study. Mr. Gorman said that this is a matter for the Safety Committee. Ms. Albright also said that the elderly were especially affected by having to go outside in the cold on a false alarm. Ms. Marachelian said that it is worrisome if residents assume that every alarm is just another false alarm. Mr. Spell then added that the Monroe garage is on an RPN parcel and an alarm shuts down the RPN HVAC system.

V. **REPORTS-continued:**

B. Safety Committee: Mr. Gorman said that the committee is working on keeping fire lanes clear. He also said that they are considering creating smoke shelters to get smokers away from the front entrances to buildings but meanwhile no smoking signs will be posted.

C. Manager:

- Facilities Items:
 - New chiller is running well.
 - Jim's Electric Motors has worked on components and pumps.
 - NAC Mechanical will install 4 new replacement valves and fittings for existing zone pumps.
 - New water levels have been adjusted for the cooling tower.

- Convector parts are no longer made and are a challenge to address. Luis is testing different approaches.
- Building-wide Water Supply Pipes: API will do backflow pre-work leading to building-wide water treatment.
- Financials:
 - Board approved Avidxchange and processed the first batch of authorizations electronically.
 - Mr. Bonilla discussed the Operating Account Cost Analysis and compared Freedom Bank and PNC on depository services, costs of online banking services, and receivables and payables. Mr. Spell suggested adding Main Street Bank and Charlestown Bank.

D. President: Mr. Spell said that he was working on the pedestrian entrance and landscaping. He also said that property lines and the Alta Study on water, power, etc. must be considered. He added that he found \$50,000 in different items of the reserve study to help fund the project. Ms. Marachelian also said that lighting must be added to the project.

E. Treasurer: Ms. Angelino gave the Treasurer's report:

Operating cash	\$38,185.18
Operating Reserves	\$77,351.61
Replacement Reserves	\$4,522,661.60
Total operating and replacement reserves	\$4,638,198.39

Ms. Angelino gave the Variance Report for June 2022 and delinquencies.

VIII. **EXECUTIVE SESSION:**

MOTION: Ms. Marachelian moved, Ms. Albright seconded, to adjourn to Executive Session at 8:09 p.m. There were no objections.

SUBMISSION OF MINUTES

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