

# Pier 3 Condominium B.O.D Meeting

## MINUTES

10.30.18

6:00PM

3 N. COLUMBUS BLVD. PHILA., PA 19106

|                          |  |
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| <b>MEETING CALLED BY</b> | Ed Collins- Board President  |
| <b>TYPE OF MEETING</b>   | Monthly Board Meeting  |
| <b>FACILITATOR</b>       | FirstService Residential   |
| <b>NOTE TAKER</b>        | Cathy Proctor (CP) / Sam Pasquariello (SP)   |
| <b>ATTENDEES</b>         | <p>Board Members:<br/>                     Ed Collins (EC)-President<br/>                     Mike McGowan (MM)- Vice President<br/>                     Jo Ann Benner (JB)- Treasurer<br/>                     Maria DeMarco(MD)- Member at Large (Absent)<br/>                     John Gagliano (JG)- Secretary (Absent)</p> <p>FirstService Residential:<br/>                     Cathy Proctor (CP)- Community Manager<br/>                     Gina Donovan (GD)- Executive Director<br/>                     Sam Pasquariello (SP)- Administrative Assistant<br/>                     Mitchell Spies (MS)- Maintenance Supervisor</p> |

### Agenda topics

#### DUNCAN WRIGHT, #421, PRESENTATION

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Electrical Fire Safety Concerns   |
|                    | <ul style="list-style-type: none"> <li>- Unit owner presented concerns regarding aging electrical system and fire safety. Board advised electrical system inspection performed every 2 years, and that this inspection stops where the lines enter units. Each unit owner may elect to conduct unit electrical safety inspection independently.</li> <li>- Unit owner suggested general reminders regarding proactive measures, such as vent cleaning, etc. be sent to residents</li> <li>- Unit owner requested permission to poll community re changing "First Friday" to "First Thursday"</li> </ul> |
| <b>CONCLUSIONS</b> | Board Approved communicating periodic general preventative maintenance reminders and polling community re change in Happy Hour day.   |

#### INVISION SECURITY PRESENTATION

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Surveillance Camera Upgrade Proposal   |
|                    | <ul style="list-style-type: none"> <li>- Vendor met with Board to present proposal and maintenance plan options</li> <li>- Vendor to revise number of cameras and locations due to privacy concerns</li> </ul> |
| <b>CONCLUSIONS</b> | On hold – awaiting revised proposal  |

#### FINANCIAL REVIEW

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | 2019 Operating Budget Draft   |
|                    | <ul style="list-style-type: none"> <li>- Board approved 2019 budget as drafted with NO increase in the monthly assessment fee for 2019</li> <li>- Cable TV monthly fee for 2019, effective 1/1/19: \$42.90</li> </ul> |
| <b>CONCLUSIONS</b> | Board Approved.   |

FINANCIAL REVIEW (CONTINUED)

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | November 13 <sup>th</sup> Open Budget Meeting, 7 PM |
|                    | -Board to meet briefly at 6:30 PM on 11/13          |
| <b>CONCLUSIONS</b> | Board Approved.                                     |

CAM DISPUTE

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Letter from 5 N. Columbus Blvd. attorney   |
|                    | -Letter reviewed; legal response is required. Letter will be provided to Association's attorney, Eric Phillips, for review/response. |
| <b>CONCLUSIONS</b> | Board approved   |

ATRIUM ENGINEERING ASSESSMENT

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | WJE Report of 10.23.18  |
|                    | -Board reviewed and discussed report<br>- Report is to be sent to community ASAP<br>-Open Project Meeting to be scheduled |
| <b>CONCLUSIONS</b> | Board approved sending report to community and coordinating an Open Project Meeting                                       |

UNDERWATER PILING REPAIRS PROJECT

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Commencement of Project   |
|                    | -Work is to begin wk/of November 12 <sup>th</sup> or 19 <sup>th</sup> |
| <b>CONCLUSIONS</b> |   |

ATRIUM STAIRS

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Installation of (2) remaining wall side handrails   |
|                    | -Review Pencoyd contract<br>-Obtain proposed credit amount to delete labor for installing handrails |
| <b>CONCLUSIONS</b> | Board Approved.   |

THIRD FLOOR BALCONY  
REPAIRS/WATERPROOFING

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Schedule  |
|                    | -Work cannot continue once temps reach 32 degrees<br>-Need 3-4 consecutive dry days per balcony<br>-Work will most likely resume in spring 2019 at this point |
| <b>CONCLUSIONS</b> |   |

UNIT OWNER REQUEST FOR ADDITIONAL "3"  
ON FRONT CANOPY

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| <b>TOPIC</b> Install additional "3" on canopy North side |
| -Additional sign needed for improved ID of bldg          |
|  |
| <b>CONCLUSIONS</b> Board Approved.                       |

DEEDED PARKING SPACES

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| <b>TOPIC</b> Request from Deeded Spot Owner to move existing deeded spaces |
| -Spaces 63 & 64 will be moved to #33 and 34.                               |
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| <b>CONCLUSIONS</b> Board Approved.   |

NEXT MEETING DATE

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| <b>TOPIC</b> Open Budget Meeting – November 13, 2018 |
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| <b>CONCLUSIONS</b> Board Approved.                   |