

OVERLOOK VILLAGE CONDOMINIUM ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
March 15, 2022

MINUTES

The General Session Meeting was called to order at 7:03 pm.

Attending:

Barbara Tarchak, President
Anthony Petriagnani, Vice President
Navid Entezarian, Treasurer
Lisa Mulligan, Secretary
Nancy Hess, Trustee

Erin Cautero, Matrix Property Management Group
Sara Peterson, Matrix Property Management Group

Ms. Mulligan read the February meeting minutes. There were no corrections to the minutes.

Mr. Entezarian presented the financial report. Income is up \$28K from budget due to more being pulled from investment accounts. Snow removal is \$37K over, therefore we are \$9K in the hole. He also noted that Verizon stopped by his residence and spoke to him about internet speed and can provide better upload and download speeds. In response snow removal, Ms. Mulligan asked if we receive detailed invoices.

Ms. Tarchak indicated that damage complaints due to FiOs installation will be pursued with more rigor. Property Management is trying to get a date from Verizon on when internet will be available at the cabana. Verizon is also working on repairing updated technology for the pumps within the community.

Property Management stated that DCA re-inspections will take place on March 31 and April 1. Letters were sent to all who will be re-inspected. Owners are urged to call Property Management if there is any confusion. Re-inspections will be provided by the same inspector who did the initial inspections.

Property Management stated that the Zigo payment portal has been canceled. Owners who want to set up automatic payment must set up a new account in TOPs. Owners can use TOPS to submit work orders, review governing documents and view payment history.

Parking decals will be sent next week. Numbers were randomly assigned.

Pool badge applications will be sent next week. Each unit will receive 2 guest passes.

Lighting at the cabana was discussed. Mr. Entezarian is working with a Wharton police detective regarding lighting and security cameras.

Committee Reports

Pets: Mr. Petriagnani had nothing to report and urged members who are interested in joining the committee to contact Property Management.

Pool/Tennis/Playground: Ms. Mulligan asked if the lifeguard can check badges. Property Management stated that by law, they cannot. Ms. Mulligan suggested the lifeguard keep the sign-in book near where he/she is seated so sign-ins can be observed. The chlorine feeder will be replaced before the pool opens.

Safety: Ms. Tarchak reported that a Wharton police detective provided the Board with recommendations to improve safety within the community, which include reflective, directional signage at the end of Westview, lighting, and security cameras.

Ms. Tarchak also discussed the hiring of a parking monitor. Property Management reached out to Anthony from All Seasons, and he is available to monitor parking, as well as pick up litter, take the pool trash out for garbage day pick-up, refill dog excrement bags, check the cabana, and identify grounds issues.

Parking: Ms. Hess stated that step one has been completed, which is obtaining all owner/renter vehicle information. Step 2 is parking decals, which will be sent to members with the next invoice. Step 3 will be changing our by-laws as per the recommendations from the committee, which is using the temporary parking spots for resident parking at night, and for visitors during the day. The lawyer recommended the elimination of the rule regarding no street parking, and by doing so, the process of changing a by-law can be avoided. Once the board approves of eliminating the by-law, a ballot will be mailed to all members and if at least 10% vote no, the by-law remains as is.

The Board discussed the time for resident parking in temporary spots. The pros and cons were debated. Action: motion was made for residents to park in the spots from 4 pm to 9 am, seconded, and approved by Ms. Mulligan, Ms. Hess, and Mr. Entezarian. Ms. Tarchak voted against the motion. Motion approved.

Parking signage was reviewed. Repeat violators will be towed. Signage at the entrance and pool area provides information on towing company and costs. Ron and Sons in Kenvil will provide towing and the vehicle owner is responsible for all costs. There will be no exclusions. The Board agreed to move forward with the sign on the left that was shown on screen by Property Management. Ms. Tarchak thanked Edgar Shane for his work on the sign. Ms. Hess indicated that the Parking Committee voted that we not continue with the current parking by-law and suggested that we reach out to DCA and let them know we are currently updating our parking rules.

Visitor parking and long-term guest parking is an ongoing question to the Parking Committee.

Ms. Tarchak stated that the lawyer said we must follow the current state statute and said that Ms. Hess is well equipped to discuss it with the lawyer. She also stated that if the by-law is struck, it must go to the county clerk for filing. In addition, she stated that Anthony will be paid \$35/hour to monitor parking.

Landscaping Committee: Ms. Tarchak stated that several committee members recently picked up 2 bags of litter in the community.

A motion was made to hire Antony at \$35 per hour. Action: seconded and approved by Ms. Hess, Ms. Mulligan, Ms. Tarchak, and Mr. Entezarian.

Landscaping vendors were discussed. Both ACF (\$59,923) and Garden State Grounds Keeping (\$67,150) were considered. Garden State provided a specific number of clean-ups. ACF stated they would do as many as it took to ensure our satisfaction. A motion was made to hire ACF as our 2022 landscaping vendor. Action: seconded and approved by Mr. Entezarian, Ms. Hess, Ms. Tarchak, and Ms. Mulligan.

Insurance was discussed. A broker researched and suggested we stay with the same carrier and there were no carriers that could offer a lower price. A motion was made to continue with the same insurance carrier. Action: seconded and approved by Mr. Entezarian, Ms. Hess, Ms. Tarchak, and Ms. Mulligan.

The reserve study was explained and discussed. Kipcon (\$4K) and FHW (\$3,750) proposals were discussed. Ms. Tarchak explained that Kipcon was instrumental in creating industry standards for reserves. A motion was made for Kipcon to be hired to conduct a reserve study. Action: seconded and approved by Mr. Entezarian, Ms. Hess, Ms. Tarchak, and Ms. Mulligan.

Membership Comments and Questions

- A member asked why hang tags could not be used, rather than decals. Responses included they could be forgotten to be used and could make it easier to cheat. Decals will be issued yearly. If this is an issue, it will be revisited next year. Decals can easily be removed and re-affixed. The member stated the system is ridiculous and there will be more problems.
- A member stated that we are never going to make everyone happy.
- A member brought up security issues with decals and stated that at his place of employment, decals are no longer used. This is to prevent targeting of employees. He stated he is on the Parking Committee, the decision was made before he joined the committee, and he had asked for minutes of prior meetings.
- A member asked who pays for towing if the towing company makes a mistake. Property Management explained they are the only entity permitted to request a tow. They will look into who pays if a mistake is made.

- A member asked about DCA re-inspections. If a letter was not received, the unit will not be re-inspected.
- A member asked for an update on planting of trees that were removed last year. The landscaping vendor will conduct a walk-through and provide recommendations to the Board.
- A member asked about tennis court repair and indicated that he rolled his ankle last year due to the crack. The court will be repaired this year.

There being no further business, the General Session was adjourned at 8:24 pm.

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