

OVERLOOK VILLAGE CONDOMINIUM ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
June 22, 2021

MINUTES

The General Session Meeting was called to order at 7:05 pm.

Those in attendance were:

Barbara Tarchak
Anthony Petrigani (via phone)
Navid Entezarian
Lisa Mulligan
Nancy Hess
Samantha Regner, Matrix Property Management Group
Erin Cautero, Matrix Property Management Group
Sara Peterson, Matrix Property Management Group

The 2021 Board of Trustees briefly introduced themselves.

Ms. Mulligan read the May 25 meeting minutes, and they were motioned, seconded, and approved.

Mr. Entezarian noted there was no finance update. Management will conduct a mid-year financial review next month.

New Business

Ms. Tarchak provided the following updates on landscaping:

- A walk-through by the Board and landscaping vendor was completed
- A walk-through behind and between units by the Board and landscaping vendor will be conducted
- Circular stones may be replaced with pavers
 - Management is obtaining estimates
- Specific landscaping requests from owners was discussed
 - 423 Upperway at a cost of \$310.01 was motioned, seconded, and approved
 - 317-318 Eastview at a cost of \$286.29 was motioned, seconded, and approved
 - 26180 Westview will be discussed by the Board

Ms. Tarchak provided the following updates on the paving project:

- Received proposals from 5 vendors with initial price proposal range of \$288,600 to \$429,925
- The Board recommended Rothberg, and it was motioned, seconded, and approved that Management will obtain additional details on the Rothberg proposal

Management provided an update on handyman services. Anthony will not be returning, and they will provide recommendations for a new handyman. In the interim, Magnolia is providing handyman services. Residents are asked to reach out directly to Management for handyman requests.

Management provided an update on the pool. She noted that they had done everything possible to try to open on the scheduled Memorial Day weekend opening date, and the rescheduled June 19 opening, however, there were issues that were beyond their control. After the required inspection has taken place and permits have been issued, the pool will be opened. They also noted that they will explore other pool management vendors for the next pool season.

Management discussed a repair request for 23156 Westview. They will schedule a handyman to go to the unit to assess the requested repair.

Mr. Entezarian provided an update on installing WiFi and security cameras at the pool area, as well as the possibility of getting Verizon FiOs in Overlook Village.

Ms. Tarchak reminded residents that we must abide by the master deed, by-laws, amendments, and resolutions, as per the New Jersey Condominium Law. She also stated that General Session meeting minutes must be posted in a public location, as per the law. The Board approved that one case, affixed to the pool cabana, will be replaced and minutes will be posted in the case. Ms. Tarchak also stated that the Board will be reviewing the master deed, by-laws, amendments, and resolutions and will provide input for requested changes.

Ms. Mulligan asked about updating the pool cabana, and the Board decided to table the discussion.

Ms. Tarchak proposed the formation of the following volunteer committees:

- Pool/tennis/playground
- Grounds/safety
- Pets
- Parking
- Website/communication
- Social

The committees will be comprised of Association members and 1 Board member. The primary role of the Board member will be to report the committee's recommendations back to the Board. Association members are welcome to serve on more than 1 committee.

Mr. Entezarian reported that the weeds at the corner of Overlook Drive and Main Street were cut back to allow for better visibility when pulling out of Overlook Drive onto Main Street.

Old Business

Management reported that a vendor provided a quote of \$40,000 to repair the tennis courts. They will obtain estimates from additional vendors.

Membership Comments and Questions

The meeting was then opened up to the membership for comments and questions. The following topics were brought up and discussed:

- How to volunteer for committees
 - Will be sent with next invoice
- Paving
 - Does not include driveways
 - Magnolia will repair the 2 driveways that need repaired
 - Who bears the cost of paving
 - Who will pay for pipe repair if damaged during paving
 - Management to investigate
- Mosquito spraying at pool area
 - Management will contact the Morris County Mosquito Commission request spraying
- Board members receiving requests to Management from residents, specifically those that affect the community
 - Management discussed a new software system that will likely be implemented in September/October, which will allow residents to see the progress of requests, and will allow the Board to see all requests
- Website: consider WordPress
- Parking
 - Management will provide the Board with a report on non-completed vehicle registration forms
- Landscaping: residents are asked to make Landscaping requests directly to management company, rather than landscapers, for both efficiency and so landscape issues with workers can be tracked and handled appropriately
- Erin and Sara from Management provided brief introductions
- In-person meet and greet with Board of Directors

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