

OVERLOOK VILLAGE CONDOMINIUM ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
January 24, 2023

MINUTES

The General Session Meeting was called to order at 7:02 pm.

Attending:

Barbara Tarchak, President
Erin Weimann, Vice President
Lisa Mulligan, Secretary
Monique Iacobacci, Trustee (via videoconference)

Absent: Jim Bischoff, Treasurer

Brian Bolger, Matrix Property Management Group
Erin Cautero, Matrix Property Management Group

Ms. Tarchak opened the meeting by stating the date and naming all Board members. She asked for a motion to approve the December meeting minutes. Action: Ms. Mulligan motioned to approve; unanimously approved.

Ms. Weimann provided the financial report in Mr. Bischoff's absence. The December operating budget showed a net income of approximately \$6000, which shows the budgeting for daily operations has been effective and appropriate. The 2022 operating budget showed a net deficit of \$18,750, which was caused by a \$35,000 shortfall in the snow removal line item, due to a increase in salt cost. This was unforeseen, and otherwise, we were well within budget. The major projects that came out of the reserve fund included:

- Paving: \$415,508
- Select building painting: \$58,217
- Resurfacing and painting tennis/pickle ball courts: \$37,352
- Additional lighting for security purposes: \$30,575

The pool was discussed. There is one estimate for repairs. Awaiting 3 other estimates. Currently in process of getting estimates for a certified pool operator.

Pool and tennis court gates are being installed. They must be opened using an cell phone app. Gates will not be able to be opened after operating hours and will not be able to be opened by members who are in arrears. The installation requires electric. Nardone submitted an estimate of \$5,250. Action: Ms. Weimann motioned to approve; unanimously approved.

Ms. Tarchak stated that the parking rules are still be worked on, and that the guest procedure is still being worked on. She stated that a parking monitor will periodically check to ensure rules are being followed.

The Borough of Wharton will fix the fence between Overlook Village and Langdon Avenue.

The Verizon utility pedestals will be removed once all owners switch to new wiring.

Ms. Tarchak discussed the fine structure and stated it was tucked away in the by-laws. She stated that a welcome book is being written and will provide a Cliff Notes synopsis of all rules.

A security surveillance sign is installed. Ms. Tarchak stated it's tough to read, so we should consider moving it.

Ms. Tarchak stated that the 2023 parking stickers were ordered.

Ms. Weimann stated that there is nothing new to report from the Landscape Committee. She stated that the 2 landscape designs on the corner of Overlook and the pool parking lot will be completed this year.

Ms. Iacobacci stated the 24 hour surveillance has gone into effect, and additional lighting at the pool has been installed. The Safety Committee's February meeting was cancelled. They will meet on March 2.

Ms. Tarchak stated the Communications Committee is making good headway on the website. There will be public and password protected sections. She stated they are ready for content.

In Mr. Bischoff's absence, Ms. Weimann reported the Parking Committee did not meet in January.

In Mr. Bischoff's absence, Ms. Weimann reported the Social Committee is creating a survey regarding a spring block party, as well as other areas of interest. It will be sent to all owners and it's requested that everyone complete the survey.

Property Management stated that a pool waiver and app instructions will be sent to all owners.

Ms. Tarchak discussed rental units and stated several guidelines must be followed, including a certificate of occupancy from the Borough of Wharton, which must be presented to the property management company. There is a 4 person limit per unit. A certificate is required with each change of tenant.

Ms. Tarchak stated that all street lights will be switched to LED and globes will be cleaned. An estimate for \$2,650 was received from Nardone. Action: Ms. Mulligan motioned to approve; unanimously approved.

The Safety Committee is checking if the speed limit in Overlook Village can be lowered below 25 mph. Ms. Tarchak asked for a motion to approve the installation of speed signs. Action: Ms. Iacobacci motioned to approve, Ms. Tarchak and Ms. Weimann approved. Ms. Mulligan did not approve. Ms. Mulligan stated she preferred to get approval from the Borough of Wharton to reduce the speed limit before signage is ordered. Motion approved.

Community Comments/Concerns

- The owner of 21136 stated there are 15 mph zones at Picatinny Arsenal and people ignore them because it's way to slow. He stated it increases accidents. Ms. Iacobacci stated the Wharton Chief of Police said the same thing
- The owner of 1590 asked why the website is not updated with minutes from past meetings. Ms. Mulligan stated she writes the minutes in a timely manner and submits them to the Property Manager
- An owner asked if the Community Associations Institute (CAI) can review our by-laws since Ms. Tarchak stated they are confusing. She stated they need to be in order so they can be recognized and followed. She asked if CAI can be used as a resource. Ms. Tarchak said we will pursue the idea
- The owner of 19118 asked for an explanation of the garbage rule. Ms. Tarchak explained it must be placed at the curb between 5 and 7 am the day of collection, must have a lid, must be brought in the day of collection, and must be stored inside
- The owner of 23159 had parking rule questions. Ms. Tarchak stated that guests can park in spaces between units from 9 am – 4 pm. Owners with parking stickers on their vehicles can park there from 4 pm - 9 am. She explained that homeowners formed a committee and developed these new rules
- The owner of 21139 asked about the new parking signs that were placed in the middle of the parking areas between units, because it's not clear if it applies to all spaces, or just the middle spaces. Ms. Tarchak stated we can consider getting arrows. Ms. Weimann provided examples of signage and how they apply to the area, not just the space immediately near the sign. The owner asked if the Board did a parking impact study. Ms. Tarchak stated an engineering firm was hired to determine if additional parking spaces were feasible. She stated the Board will consider an impact study. The owner stated the voting process was confusing and was not sure if all homeowners received the second ballot. Ms. Tarchak stated the new rules are resolutions, so there is flexibility to change them if they don't work. The owner discussed Title 39, which in 2006 gave control of parking enforcement to the Borough of Wharton and stated parking enforcement doesn't apply to the cut outs
- The owner of 22147 stated the common areas around her unit are half grass and half dirt and asked if grass seed will be planted in the spring. The common area in

the back of the unit flooded and the drainage system that was installed doesn't work. Grass seed will be planted

- The owner of 1589 asked if uniform LEDs will be used like the ones that were recently installed. They will be. The owner asked Chip (previous property manager) about the foundations that were splattered with brown paint, and stated it needs to be fixed. The owner also stated the paint is crumbling
- The owner of 21137 stated the parking letter was confusing and spaces are not utilized during the day. The owner asked if some spaces could be open for residents. Ms. Tarchak stated this is a resolution and it's more flexible. The owner stated that there is a problem with the grass on the backside of Westview. The owner stated the gutters have been a waterfall for 5 years and haven't been fixed despite sending videos to the Property Manager. The problem is the S shape of the drain, as opposed to leaf/debris build-up
- The owner of 21136 stated he is taking notes on parking issues. He stated this is something that is useable and modifiable and will not be the final decision. He encouraged owners to join the Parking Committee. Ms. Weimann stated she will give Mr. Bischoff the notes
- The owner of 21137 stated the balcony repair was great
- The owner of 21139 asked for the parking enforcement plan. Ms. Tarchak said the rules will be sent to all owners and will be enforced within a month after sending
- Ms. Tarchak stated she will take all concerns to the Parking Committee.

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