

RIVER EDGE HOMEOWNERS ASSOCIATION, Inc.
2022 Annual Membership Meeting
MINUTES
10/03/2022
City Hall – Courtroom
200 Niagara Street, Tonawanda, NY 14150

1. The meeting was called to order at 6:03 p.m.
2. Motion to Approve the 2022 Annual Meeting Agenda – a motion was made by Unit 75 owner, seconded by Unit 156 owner. All approved and carried by all.
3. Introductions – President Jerry Hathaway introduced fellow Board member Anne Duggan (Secretary), as well as Management Representative Joe Urbanczyk of Fairwood Management.
4. Roll Call of General Membership – A motion was made by Unit 212 owner to dispense with roll call and allow the sign-in sheet to serve as roll call. The motion was seconded by Unit 256 owner and carried by all.
5. Certification of Quorum – Secretary Anne Duggan certified with Joe Urbanczyk that quorum requirements were met by 35 members being present and 1 proxy in hand.
6. Proof of Meeting Notice and Reading of Annual 2021 Meeting Minutes – Joe Urbanczyk verified that a copy of the meeting notice dated September 13, 2022, was mailed to all owners of record as of that date, and asked all who received their copy to raise their hand. All members in attendance raised their hand. Unit 161 owner made a motion to dispense with the reading of the minutes and approve as presented. Unit 149 owner seconded, and motion carried by all.
7. Report of Officers:
 - a) President’s Report –
 - Jack Hailand, after 20+ years serving on our HOA Board of Directors, has resigned for personal reasons. The president recalled how Jack volunteered to serve out a departing Board member’s term, but stayed on to significantly contribute his guidance and expertise for years after. We all thank Jack for his service to our community!
 - A reminder was issued that an Architectural Approval request must be submitted prior to any change/addition to the exterior of the unit, i.e., windows, doors, garage doors, etc. Submit request to Joe Urbanczyk (Fairwood). Most requests can be turned around within 24 hours.

- A reminder was issued that no signage is to be placed on the premises. This includes vendor signage (unless vendor is on site working). We all want to support our sports teams; as such, garden flags placed in the garden beds, or flags on deck poles are permitted.
- A reminder was issued that there are no recreational vehicles (RV's, watercraft, etc.) are permitted to be parked at our units longer than 7 days, once per year.
- A reminder was issued that no bird feeders are allowed on premises, as we have all received information from the City that the area has been seeing rodents.
- A reminder was issued that no hanging baskets are allowed to be placed on light fixtures, front or back. Wreaths are ok during the holiday season.
- A reminder was issued that the HOA Board meets, as a rule, the first Monday of each month, and that anyone is welcome to attend to discuss any matter of interest/concern. Meeting location changes from time to time due to space availability at City Hall. The Board requests that you notify us a few days in advance of your desire to attend so that you can be placed on the agenda and so that you can be advised as to the location.
- Landscaping/Plowing: Joe Niccola's contract is up next year. The Board will meet with him in December to discuss his work performance both past and going forward. Our concern lies primarily with the timing of the work being performed, and he is aware of this. We will be inserting contract performance dates as a measurement tool, with the possibility of penalties if dates are missed. A reminder was issued to help our vendors do their jobs by not distracting them with lengthy conversations; let them work. Joe Urbanczyk will send a reminder letter to our interior units to make every effort to park in the street when possible to allow for ease of snow removal.
- Gutter cleaning: the second cleaning (front and back) will take place in November
- Financials: As of the end of September 2021, we had total cash on hand of \$345,734 with \$328,698 in reserves. There will be a \$23 monthly increase on 01/01/23 to our HOA dues to accommodate 2022-2023 budget increases, primarily because of increases in insurance, landscaping/snow removal, roof repairs and gutter cleaning costs.

Our HOA dues should be higher; our reserves are low. \$218,000 of the \$328,698 currently in reserves is for decks alone. The Board will consider utilizing a separate, independent review from a consultant regarding reserves for decks and roofs.

The final financial review for the 2020-2021 fiscal year has been received. If you would like a copy, email Joe Urbanczyk at jurbanczyk@aol.com.

8. Election of Board Members:

- There is one Board position up for election. Jerry Hathaway indicated that Peter Schifferli was the only person to volunteer for the position, and that no other nominations had been received. Joe asked for additional nominations from the floor. There being none, a motion was made by Unit 75 owner to close the nominations and cast one ballot for the slate. The motion was seconded by Unit 173 owner and carried by all. The new Board is Jerry Hathaway, Anne Duggan and Peter Schifferli.

9. Decks:

- An updated summary, dated 10/03/22, is attached. Jerry Hathaway provided a verbal review of the events/reasons leading up to the decision to replace the decks, all of which are listed in the attached project summary.
- Four bids were obtained: \$20,000 +/-, \$18,000+/-, \$13,000+/- and, the contractor selected came back with the best and final price of \$10,189 per deck.
- Per the HOA lawyer, the decks are the responsibility of the HOA. As such, there can be no exemptions; every unit owner must pay into these improvements/projects. (There are 7 units that currently do not have decks that have been paying – through their HOA dues – for years of maintenance on the units with decks. As a courtesy, we will cover the cost of the bases for each of those 7 units.)
- It is the Board's fiduciary responsibility to its unit owners to make decisions that are in the best interest of the HOA. The decks are in the final years of their remaining useful life, and this replacement project needs to be done now. Costs will only go up over the next few years so delaying the work is not a viable option
- There was a motion made to permanently shelve this project. Not seconded. There was lengthy discussion following this motion, both for and against the replacement project. Issues raised included cost to unit owners, disruption to lifestyle during work, and questions as to current condition of decks. Several people spoke in support of both the project and the Board's work. Jerry Hathaway stated the Board did not make the decision lightly; the decision was made based on a year's worth of work by the Deck Committee and multiple other factors, all of which are listed in the attached project summary. Ultimately, Joe Urbanczyk indicated that the HOA lawyer has advised that the project is solely a Board decision and that a motion cannot be made otherwise. The only actions that can be taken are either to vote out the existing Board of Directors, or to submit a proposal to amend the by-laws regarding HOA project decision-making, with an ensuing vote by the entire membership.
- The HOA will take a 10-year loan to finance the project and will have monthly payments accordingly. As such, HOA dues will need to increase for that term of 10 years. To make this increase a bit easier on our unit owners, we will make the increase incrementally, by \$55/month in January 2023, and then again in July 2023 by the remaining dollar amount need to cover our monthly load payment. This amount is TBD, based on final loan cost/interest

rate, but should be somewhere between an additional \$60-\$70/month, for an approximate total additional increase of \$115-\$125/month. We are also looking into the possibility of the option for unit owners to pay the entire cost of their deck replacement up front, which would save the owner up to \$4000 in interest payments. We will advise you of the outcome of this inquiry.

- Additionally, each unit that currently has an awning will need to replace the posts that support the awning infrastructure. This is a one-time cost of approximately \$1000 that will need to be paid by the unit owner. We have one contractor that will handle all of this work; unit owner's payment will be made to the HOA, and the HOA will pay the vendor. More to come on timing of all payments.
- The deck contractor has indicated that there is a strong possibility that they can commence work as early as February. This would substantially lessen the impact to summer awning installations. A more detailed schedule for replacement will be provided to all unit owners as it is finalized with the contractors involved.
- The Board agreed that any future major projects should be addressed, where possible, before a situation becomes critical.

There being no further business, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Anne Duggan
Board Secretary