

# Pratt Towers Closed Board Meeting

## Public Record Minutes

### February 20, 2024

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**Board members present at meeting:** Leslie Sierra, Audrey McConney, Phyllis Hulen, Chrysetta Patterson, Charlene Stevens, Rob Sinclair,

\_\_\_\_\_ made the motion to accept the minutes with noted corrections. It has been moved and properly seconded by \_\_\_\_\_ on \_\_\_\_\_

Meeting called to order at 7:30 pm

#### Managers & Super's Reports

- See Manger's/Super's report
- Bid presented from Controlled Combustion to fix a problem with the boilers using fuel oil.  
**ACTION: Board tabled the bid till they could receive a more comprehensive report about all the boiler issues.**
- Concerning the roof fans. The roofer has installed wood frames below the fans and there are damaging and burning out the fans.  
**ACTION: Board will bring this to Xinos attention.**
- Super will present Board with bids for a snow blower and the snow pushing attachment for tractor.  
**ACTION: Board is awaiting these bids.**
- Manger is seeking a summer relief to begin in April.
- Employee hearing. The union Rep declined to send to arbitration, however Theo Brailsford has chosen to appeal.
- 4G is suing Pratt Towers and HPD because HPD has denied is application for an internal 2-bedroom transfer.  
**ACTION: Sent to our Attorney**
- Guest with out of state license place are parking in the parking lot and this is a violation of the parking lot agreement.  
**ACTION: If this practice is to be accepted, then we need to modify the parking lot agreement and implement procedures in our house rules.**

#### Board's Discussion:

- Election Update – We have yet to reach quorum. Voting by mail has been extended and new ballots were sent to shareholders who have not responded.  
**ACTION: Ballot box is back in the lobby.**
- Election of Board Officers – Tabled.
- Bargold update from our Attorney, Jack Lepper – The funds for the purchase will come from the Reserve Account. We will then use the income from renting of the storage lockers to repay the Reserve Account. Once the Reserve Account has been repaid, the income from the storage lockers will go directly into our general ledger. This will require both HPD or HDC approval. This should not be an issue.

**ACTION:** The Board Secretary will draft a resolution to the effect of “The Pratt Towers Board authorizes the use of the Reserve Account to fund the purchase of the Bargold storage lockers for the price of \$76,800 to be repaid with the income from the storage lockers. Once the Reserve Account has been repaid the income from the storage lockers will go directly into the General Ledger. The motion has been made by Board member Charlene Stevens and seconded by Board Vice President, Audrey McConney. Board members voting in favor are Leslie Sierra, Chrysetta Patterson, Audrey McConney, Charlene Stevens, Rob Sinclair, and Phyllis Hulen. Two Board members absent.

- Update on Local Law 152 Gas Lines from Alan Randmae of Metro – It has been discovered that a non-compliant connection was made in the basement for the dryers in the laundry room. National Grid is requesting that we conduct a comprehensive test and pressurization of the building’s gas lines. This procedure will necessitate significant modifications to our gas lines and likely require a complete overhaul of the system. We are considering the removal of the added gas lines and planning to replace our gas dryers in the laundry room with electric models.

**Next Steps:** We must seek advice from an electrician regarding the setup of electric dryers and the necessary electrical infrastructure. Additionally, it’s important to discuss with Hercules, our laundry service provider with whom we’ve recently entered an eight-year agreement, regarding the expenses involved in acquiring and installing fourteen electric dryers. This expenditure will likely be borne by Pratt Towers directly, although there may be an opportunity to negotiate an extension of our current contract with Hercules to offset these costs. The details of such negotiations will be handled by our legal representative and Metro.

- Hire of new Accounting and Security Firms

**ACTION:** Board would like to have meeting with each of them.

- Fire Emergency Preparedness

**ACTION:** A fireman will present at the open shareholder meeting this Thursday the dangers of lithium batteries in your apartment.

- Shareholder Co-op/apartment Insurance Enforcement –

**ACTION:** Will be represented to the shareholders at the open shareholders meeting this Thursday. Per our Attorney, it must be mandated in our house rules and we need to amend our house rules to change a \$50 fee for each month shareholders cannot show they have insurance. We need to amend the house rules and parking lot agreement that Pratt Towers can terminate their parking agreement if they do not pay their fees.

- Stronger enforcement of arrears collection protocol – Our L and P attorney is moving forward and we are seeing results.
- Local Law 97, Carbon Reduction – The local law requires that we must reduce our carbon emissions. The letter grade on the lobby window that is currently shown is from the utility usage in 2022. We are awaiting the new letter score for the utility emissions for 2023. It is hoped with our Capital Project improvements, that there will be a marked improvement. If we do not see the improvement in our letter score, then Pratt Towers is required to comply with

Local Law 97. However, because we have at least one shareholder who is a section eight tenant, then we can utilize Article 321. We then must comply with thirteen measures to be in compliance with this measure. These thirteen measures are:

- #1 Temperature Set points.
- #2 Repair Leaks (Done in Capital Project).
- #3 Advanced boiler clean and tune.
- #4 Radiator temperature controls.
- #5 Insulation of pipes
- #6 Water tank insulation
- #7 Indoor / Outdoor Temperature Sensors
- #8 Steam Traps (Done in Capital Project)
- #9 Master steam system venting
- #10 Lighting upgrades (Done in Capital Project)
- #11 Air sealing – building envelope (Done in Capital Project)
- #12 Exhaust Fan Timers
- #13 Radiant Barriers

**ACTION: The President will consult with Xinos and the Owner's Rep on what of the thirteen measures we have already met with the Capital Project. We will meet with our Attorney and Metro in around two weeks to discuss what measures still need to be met.**

- Open Shareholder meeting – The duties will be distributed as such: The President will present report to shareholders, the building manager will present their report, the Treasurer will present their report, the Secretary will take notes, the Vice President and Vice Secretary will admit people and handle the questions in the chat box, and Mr. Ryan will give a report on community board two.
- Kick plates on the apartment's doors. – We need to determine if this will be optional or mandatory? What will the color be? We need a cost and would pay for this?
- Nat Grid Gas Line update for the Co Gen System - Will be discussed at the Monday meeting.
- Hallway Finishes Update – Floors are being stripped and prepared for the new tile.
- Open Shareholder Meetings for 2024 - Tabled
- Annual apartment Inspections mandates - Tabled
- Parking Lot line painting - Tabled
- Concierge Plus and Posting of Minutes - Tabled
- Dog Policy/Run – Tabled
- Lobby and Community Room updates - Tabled
- Family Day Celebration 2024 – Tabled
- Professional Transcriber – Tabled
- Mirrors on the Floors - Tabled
- Bike Rack - Tabled
- Landscaping in the Spring after the scaffolding comes down – Tabled
- Furniture from Capital Swing Apartments – Tabled, Stored in Supers unit.

Meeting adjourned at 9:22pm