

SCOTT TOWER HOUSING CO., INC.

"A LIMITED PROFIT CO-OPERATIVE HOUSING COMPANY
FORMED PURSUANT TO ARTICLE XII OF THE PUBLIC
HOUSING LAW OF THE STATE OF NEW YORK"

SUPERINTENDENT INTERVIEWS

Date: 08/29/2023

Location: Community room

In Attendance: Elizabeth Regaldo, Socorro Torres, Anna Velazquez, Yvette Veras, Alejandro Fuentes, Radonic Ismet

Absent: Mike Byrne, Francisco Martinez

Telephone: Salvatore Lombardo

Minutes: Board Minutes approved on 07/11/2023 motioned by Anna Velazquez , 2nd Socorro Torres.

Agenda:

- Operations update
- One Solution
- Superintendent
- Security Company

Topic 1: Operations

- **Arrears**
 - 14 apartments in arrears totaling \$117,578.01.
 - Letter were sent out if shareholders do not pay balance by August 31, 2023 they will lose parking and gym privileges and legal actions will be initiated by September 5th.
 - Shareholders in arrears have applied for Emergency Rental Assistance Program (ERAP)program for assistance with arrears, this program does **not apply** to Scott towers since we a Coop and not a rental property.
- **Awning**

- The back awning will be installed next week. Manager to confirm date of installation for next week.
- **Parking**
 - 14 shareholders were contacted to rescind parking due to error in previous management. Shareholders were skipped on list for parking spaces.
 - These Shareholder have until august 31st to respond and give up parking space and be place back on the waitlist in the correct order based on their original move in date. If car is not moved they will be towed at shareholders expense.
 - New parking stickers were ordered awaiting arrival to renew all parking spaces.
- **Playground**
 - **Waiting on 2nd proposal for redoing entire playground including slides.**
 - 1st proposal was around \$60,000. For flooring and benches to be replaced.
 - Plan to complete project before winter.
 - Plan to rent playground for private parties once reopened. Rules and regulations to follow.
- **Dog rules**
 - As per new manager board to review dog policy since many shareholders have brought in dogs to building and are not reporting to management.
 - In order to be compliant with housing regulations dog policy will be reassessed and new regulations to follow.
- **Local Law 152**
 - Deadline to complete is 2/24/24.
 - Communications with engineers to get status of start date. They will let management know by next week.
- **Roof**
 - As per management still looking for grants for new roof.
 - New roof ranges from 120,000-200,000.
 - Proposal from "B&M" to have roof sealed which will add 10-15 years to our roof for \$68,863 and 4 year warranty.
 - **Board requesting to negotiate deal for longer warranty and lower price.**
- **Plumbing**

- Maxwell plumbing completed repair of leak in lobby by security.
 - Proposal to fix leak in basement:
 - Maxwell Plumbing \$30395 + \$7000 to repair risers for G and H line.
 - NY plumbing \$3800 for both repair of pipe and risers for G and H line.
 - Board agree to go back to NY plumbing to Negotiate price to \$33000. Awaiting response.
 - **Vote: Yes-5 for NY if price is lowered No-0**
 - Manager brought to boards attention that building is paying for plumbing jobs that technically are a shareholders responsibility.
 - Board to clarify what is consider shareholders responsibility and maintenance responsibility.
 - Boiler contract has been renewed, waiting on vendor to service boiler for winter.
 - **Laundry room**
 - Sebco is in the process of replacing washer # 16.
 - Looking for other vendors to change laundry company. Bids to be presented once available.
 - Discussed laundry new hours: to be open 24 hours. Since gym is already 24 hours.
 - Add detergent vending machines in laundry room to bring revenue to building.
 - **Library/ Storage/Gym**
 - In order to bring revenue to the building manager suggest installing storage lockers in the library for shareholders to use for storage. Moving library to board room and removing free holiday storage.
 - Suggested monthly rate: large lockers: \$200, Medium-\$150, Small-\$25-75
 - The board agreed to get proposal on project to see if it's worth the cost.
 - The gym equipment contract has been renewed.
 - **Vacancies**
 - 5 applications are at the final stages for HPD.
 - **Fire extinguishers**
 - 14 extinguishers are expired.
 - Master fire will exchange extinguishers for \$1100.
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- **Vote: Yes-6, No-0**
- **Elevator**
 - Elevator CAT 1 inspection to be done on 9/5/23 on all elevators. Memo to be sent to shareholders.
- **Rule and regulations**
 - New rules and regulations to be updated and provided to all shareholders.\
- **New digital bulletin**
 - Manager is in communications with “bulletin IO” they supply TV screens that will allow management and board to display notices as well as events in the neighborhood, MTA time schedule etc.
 - Advertising price is \$0.30 per 3 hour. Manager to see if we can post building memos for free.
 - Tv’s to be place in common areas (laundry, lobby, by the elevator)
 - Remove whiteboards from floors.
 - Manager negotiating amount of TVs for building . The cost of the screens are free.

Topic 2: One solution

- Clarification on One Solution’s role at Scott towers.
- Need to get a contract for services.

Topic 3: Superintendent

- Mr. Nikolle Juncaj was Interviewed on 8/16 by board.
- Board reviewed 5 other resumes that applied through “indeed” and none had qualifications or experience needed for position.
- Vote to offer position to Mr. Nikolle Juncaj
 - **Vote: Yes-5, No-0**

Topic 4: Security Company

- In communications with Dole Security and USA Security for proposal to change company.
 - Dole security will be on site for walkthrough of property the week of the 5th after
 - USA security will follow up on week of 5th with date.