

G.R. Housing Corporation

Home-based video-conference open board meeting

April 29, 2024

Present: Amber Batchelor, Nancy Campbell, Kay Cassell, Moira Dolan, Dean Dunbar, Angus Johnston, Dan Lipman, Dan Rosenfeld, Illa Silsdorf, David Stokes and Fran Belfor and Michael Denker from FirstService Residential

Cooperators Speak: Dean Dunbar read a statement from Cynthia Rose who could not be at the meeting. She stated that she was still experiencing smoke coming into her apartment.

Minutes: The minutes of the March 25 meeting were approved as revised.

Management Report

Financial Report – Bank Balances

	Balance as of: 3/31/24	Balance as of: 2/29/24
Operating Account	\$12,151.00	\$56,495.38
Reserve Account	\$1,212.82	\$1,212.05
Equity Account	\$256,901.31	\$193,748.96
First Sale Account	\$204,574.03	\$204,141.32
Operating Assessment Account (elevator loan)	\$8,408.89	\$8,403.55
Capital Assessment Account	\$66,114.75	\$66,072.76

Unpaid Bills Balance as of 03/31/2024: \$161,576.24

Arrears:

Maintenance owed over 30 days: \$11,820.74

Maintenance owed over 60 days: \$ 9,342.01

Maintenance owed over 90 days: \$65,983.71

Resale:

Current vacancies:

- 2B, apartment was last shown on April 25, 2024.
- 8E and 14E, second round of letters to be released 2/20/24.
- 23M vacated April 17, 2024.
- Showings are scheduled for April 25th and 30th.

Sidewalk Repair: Ardit Gjoka, Senior FSR Project Manager is managing the project and has been communicating directly with the Board providing updates on a regular basis. Plastic protective barriers have been installed around the broken area to prevent trip hazards. The contractor will install full site protection and concrete barricades the week of April 29. It is anticipated that the project will commence in May. Central Construction is coordinating with various city agencies to expedite the work. Central received the tree permit from the department of forestry and the DOT permit to begin the work HPD/HDC were asked to transfer funds from the Reserve Account. Management awaits a response. The start date is contingent upon receipt of down payment. Project Management will provide an update to the Board next week.

FISP: Formerly Local Law 11 is a requirement for buildings to have regular inspections to verify the safety of the exterior walls for buildings over six stories every five years. The project was awarded to L&M Engineering who is preparing the bid documents and an estimated budget which should take four to six weeks. First Service Project Management is preparing a list of contractors to bid on the project. Once the bid documents are completed, FSPM will have a better understanding of the start date.

Service-sidewalk Elevator: After review by the Board, new Elevator Maintenance Agreement Specifications were prepared by VDA Elevator & Escalator Consulting and sent to five elevator companies to submit proposals for the repair of the service car and provide a maintenance contract for the passenger and service elevators. The companies who were invited to submit proposals are Centennial Elevator, Unitec Elevator, PS Marcato Elevator, BP Elevator, and Champion Elevator.

LL126 Garage Inspection: Re Structure, the company that conducted the garage inspection; completed their report which was submitted to the DOB this month. The job remains in the queue at the Department of Buildings (DOB) for review and final acceptance. Management follows up regularly.

Star Credits: The credits for 2023 will be applied to the June maintenance bills. Shareholders will be notified in advance once this is finalized.

Income Affidavits: The annual income affidavits are due on April 30, 2024. Copies are at the front desk and can be picked up by the head of the household.

Please note that the affidavit does not need to be notarized. Upon completion, remove the pink copy (your copy) and deposit the white and yellow copies in the income affidavit lockbox located by the doorman's desk in the lobby.

Please be reminded the Mitchell-Lama rules, Section 3, state that failure to submit the affidavit on time or comply with an income affidavit verification audit will result in a maximum surcharge of 50%. Also, a non-refundable administrative fee of \$50, payable to the Housing Company, will be charged if an affidavit is submitted after April 30th. An additional non-refundable fee of \$150 per month will be charged if a fully completed affidavit is not submitted by June 30th.

Smartkit Program: In preparation for Local Law 97 compliance, GR has joined Smartkit AI, a smart building software and personalized training for buildings with common meters and master meters. FirstService Energy has partnered with Logical Buildings – a Con Edison Demand Response aggregator for NYC condos and co-ops – whose tech and services enable properties to cut utility costs and carbon emissions and get paid for smart energy behavior. By joining the program, the RM (resident manager) will gain access to the building's energy and carbon emissions data from new Con Edison digital smart meters. The RM (resident manager) will be trained to use the data to operate the building more efficiently and generate revenue through Con Edison's Demand Response Program (earn money for using less energy at peak hours over the summer). Logical Buildings is compensated by retaining a percentage of the Con Edison DR revenue (i.e. buildings will have no cash outflow).

End of Management Report

Email Approvals

March 27: Approval of the proposal from Special Testing and Consulting for \$6,000 to inspect the sidewalk replacement project.

April 1: Approval to hire Lawless & Mangione for our SWARMP repairs and FISP filing with the Department of Buildings.

April 4: Approval of hiring VDA Consultants to run the bidding and selection process for hiring an elevator maintenance company to replace Rotavele.

April 11: Approval of insurance renewal proposal from Fireman's Insurance Fund for property insurance coverage for 2024-25.

Sidewalk repair: We have received the necessary approvals for both the new tree hole and for the sidewalk. The Department of Forestry has told us that we will need larger tree holes. There will be a Change Order for the adjustment of the cost. The beginning date for the work is not yet known. Hamid will contact the bus company that has been parking in front of the building about the impending work.

Elevators: VDA consultants are drafting a maintenance agreement for all of the elevators as well as an agreement for the sidewalk elevator repair. The revised maintenance specifications for all five elevators was approved unanimously by the Board.

FISP: In order to have a project manager, three competitive bids are needed and then we must wait for HPD approval. At the moment we only have one bid from FS Project Management. FSPM has lowered their proposed fees.

Maintenance Increase Package: Rick Montanye has put together the following application for a maintenance increase package for three years – 12%, 10%, 4%. The board voted unanimously to accept the application for a maintenance increase package with the addition of an increase contribution to the HDC account. Moira Dolan will write a letter to the cooperators about this proposed maintenance increase.

Alteration Agreement: Angus Johnston will present the revised alteration agreement next month.

Albee: We now have a new three-year contract with Albee.

Vacancy Committee: A new vacancy committee has been established to monitor vacancy issues. The committee is Nancy Campbell, Moira Dolan and Kay Cassell.

Smoking: Moira Dolan introduced a new piece of equipment that can be used to identify smoking in apartments. More information about this is needed.

Upcoming Meetings: May 20, June 24, July 22

Kay Cassell
Secretary