

High Meadow Cooperative, Inc.

Newsletter

February/March 2018

Annual Meeting

Our Annual Meeting will be held on Tuesday March 27th, 2018 at 7:30 PM in our Community Room. Due to the lack of a quorum at last year's Annual Meeting and the Adjourned Annual meeting there will be 5 seats up for election. There will be: three (3) positions for three (3) year terms and two (2) positions for two (2) years terms. Every Shareholder should consider running for the Board this is your investment and you should be involved in the decision making process. If you can't run for the Board you should make every effort to attend our Annual Meeting and vote for those you want to run our co-op. We must have a quorum in order to have elections. Mark your calendars March 27th @ 7:30 PM in our Community Room.

Running for the Board

If you are considering running for the Board of Directors please submit your intent to run, by March 6th, in writing to Christina Gardella-Cavalluzzi at 173 Charter Circle.

Roof Project

Our Roof Project has been placed on hold until March when the weather improves. You will be notified when the project resumes.

Snow Removal

Prior to the start of a predicted snowstorm, the staff will place barricades and/or cones in some of the unnumbered parking spaces. These spaces will be used to facilitate the clearing of the snow. Anyone other than the staff who removes any of these barricades and parks their vehicles in the spot will automatically be assessed a \$100 fine.

Snow removal will begin once there is a significant amount of snow on the ground and will continue after the snow has ceased. There is a set snow removal schedule in place. DO NOT interfere with any of the workers and divert them from their schedule. They will not respond. During snow removal, contact Stillman Management (914-813-1900) for any emergencies.

All main areas of the parking lots will be cleared first and then clearing of parking spaces will begin. Residents are responsible for digging out and moving their own vehicles to facilitate the clearing of the spaces. When shoveling the snow from around your car, please DO NOT pile it behind your neighbors' vehicle or in areas that have already been plowed. Shovel the snow toward the curb in front of where you park. Parking lots will be salted after the snow has been cleared.

Snow will be removed from sidewalks, walkway entrances, stairways and stoops once the snow has stopped. The staff will de-ice wherever necessary. **Calcium Chloride, sand and grit** are the only approved materials to be used by the Shareholders for de-icing purposes. DO NOT use rock salt as it destroys concrete and grass. If you need some Calcium Chloride, please leave a message on the Maintenance answering machine (914-941-6208). Place a small bucket between your doors and the staff will come around and provide you with some Calcium Chloride.

You must make sure your children and vehicles stay clear of all equipment when in use. PLEASE DO NOT permit children to play outdoors unattended while snow-clearing operations are in progress.

Some of the icing conditions in front of the units, on sidewalks, parking lots are caused by the melting snow from the roofs of the buildings and other run off. You must use extreme care when entering and exiting your units and walking around the grounds. If your area has ice put down some Calcium Chloride, sand or grit.

You should notify Stillman Management (914-813-1900) or the Maintenance Staff of any icing conditions.

Please drive and walk safely! Residents are responsible for their own due care during snow and icing conditions.

Laundry Machine Use

High Meadow has several laundry rooms located all over the grounds. Laundry Rooms are for shareholder use only and are only available during the hours of 8:00 am – 10:00 pm Monday through Sunday.

Please show consideration when using the laundry machines:

- Please do not wash anything that may contain pet fur or hair. You should take these items to the laundromat. This could pose a serious health problem for anyone allergic to animal fur or hair.
- Clean/wipe out the washing machine, around the door seal and inside the drum – this is also a good way to find lost socks!
- Clean off the lint screen after every use.

Please see the attached flyer for more information from Stillman.

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Renovations

Any work involving plumbing, electrical wiring or alterations that effect the common areas (hallways, sidewalks, exterior of the buildings, etc.) must occur Monday thru Friday 7:00am to 4:00pm and must be coordinated with the Facilities Manager.

Garages

When requesting to be placed on the Garage waiting List, please furnish your phone number and email address, if applicable. Shareholders who pass on the available garage, for any reason, will be moved to the bottom of the wait list.

High Meadow's Website

Just a reminder that our website is up and running! We encourage all shareholders to re-register for the website by going to our web address: <http://highmeadowcoop.com/>. On the main page you will find instructions on how to register your account. Here are just a few reminders for setting up your new account:

- Please take note of the email address and username you have used to create your account, you will need them to reset your password;
- Please make sure your email address is valid and accessible, you will need to activate your account;
- Please do not create more than one account per shareholder.

Should you have any questions, please feel free to contact C. Gardella-Cavalluzzi.

Street Parking Application

Please follow these steps when applying for an On-Street parking sticker:

- The Shareholder is responsible for obtaining the Application for Hardship Parking from either the Village of Ossining website http://www.villageofossining.org/documents/2014_hardship-parking-application.pdf; or
- By going to the Village Hall on Croton Ave.

Once you complete your portion of the application, please call the Maintenance Office at 941-6208, to schedule an appointment. Our Facilities Manager will sign your application and provide you with a letter verifying your residency with HMC and the lack of sufficient parking spaces. The Maintenance Office is located behind 98 Charter Circle.

Belated Congratulations & Warmest Welcome

To our newest neighbors/shareholders:

Patrick Garrett

Get Well Wishes

We wish *David Singer* a speedy recovery.

Sincere Condolences

We send our sincerest condolences to the Asencio family on the passing of her father Manuel Bastos We are so very sorry for your loss.

We send our sincerest condolences to Marian Yost on the passing of her sister. We are so very sorry for your loss.

Upcoming Board Meetings

Effective with our April 2018 Board Meeting, the Board of Directors monthly meeting will be held on the second Monday of the month at 7:00 pm. Interviews for prospective buyers will be held on the second Monday of the month prior to the Board of Directors meetings.

If you are interested in addressing the Board, please contact Marilyn Szatkowski at 762-0284 at least 48 hours in advance of the meeting to schedule a place on the agenda. All Shareholders are encouraged to attend Board meetings and observe.

Submitting Information to the Newsletter

Please contact C. Gardella-Cavalluzzi at 173 Charter Circle if you wish to place information in the Newsletter. All information should be in writing and must contain your name, address and telephone number. (The Board reserves the right to accept or edit any information for length or appropriateness.)

Best,
Board of Directors

Important Contacts

Facilities Manager, High Meadow
Joe Giampietro
914-941-6208

Property Manager
Charles Munnial, Stillman
914-813-1945

**After Hours/Weekends Emergency Number
914-813-1900**



440 Mamaroneck Avenue, Suite S 512
Harrison, NY 10528
914. 813.1900
914.8 13.1919

www.stillmanmanagement.com



NOTICE TO ALL SHAREHOLDERS

July 12, 2016

To: All Shareholders at High Meadow
From: Stillman Property Management
Re: Laundry Machine Use

It has been brought to our attention that animal hair or debris are being found in the machines in the Laundry Room. This could create a serious health problem for anyone allergic to animal fur or hair.

We ask that you please show consideration for your neighbors and the next person using the machines by wiping the washing machines inside and out, around the door seal and under it. Also, the lint screen in the dryers should be cleaned out after every use.

Please do not wash anything that may contain pet fur or hair in the machines at High Meadow. If you need to wash your pet's bedding, we suggest you take it to a Laundromat.

Your attention to the above will be greatly appreciated.