

High Meadow Cooperative, Inc.

Newsletter

April/May 2018

Roof Project

As mentioned in the previous notice, weather permitting, the roof project will resume on April 25th, 2018. Work will begin on Building #6 and will continue to Building #1 until all 8 buildings started in 2017 are complete. Again, weather permitting, roof work will resume with Building #9 the week of April 30th.

Please see the shareholder guidelines that were previously distributed through our website, email and hard copy:

- Mobilization and working hours are from 7:00am to sundown, weather permitting;
- Work will be conducted on weekdays only. No Saturday/Sunday work;
- Entrances will be protected during work. Please use extreme caution when leaving and entering your unit/building, storage rooms, laundry rooms and garages;
- All items stored in the attic are to be removed. Nothing is to be stored in the attic, as this is a fire hazard;
- Residents are encouraged to keep their windows closed and shades down during the work. Put away any items that are outside so they do not get damaged;
- It is advisable to remove anything hanging on the walls on the first and second floors as the vibration can cause items to fall off the walls;
- It is advisable to not plant any flowers until your building is 100% completed. If your roof was replaced in 2017 it may not mean your building is completed, there is still more work to be done, soffits, brick pointing, painting of gable ends and siding for those buildings with siding. Planting and any lawn decorations/lights are at your own risk.
- Parking spaces may be used to store material and dumpsters during the work. Standback will coordinate and notify management;
- Parents are to make sure their children do not play near any of the work areas or where any equipment/supplies are stored;
- Please do not approach the contractors. If you have questions and/or concerns, contact either Charles Munnial, Managing Agent at 914-813-1945 or crmunnial@stillmanmanagement.com, or Joe Giampietro, Project Coordinator at 914-941-6208.

We will continue to send updates on this project as warranted. Please take a moment to reach any emails or hard copy notices that are distributed.

Storage Rooms

As reviewed at the annual shareholders meeting, there has been an update to the Storage Room regulations in the HMC Rules and Regulations. The new HMC Rules and Regulations have been updated and are available on the website.

The Corporation provides the use of designated space for storage or for placement of property or items within the buildings as an accommodation to Shareholders only and without charge. The use of these areas shall be at the sole risk of the person using them, and the Corporation and its Agents shall not be liable for any injury to the person, damage to the property or loss by theft, or otherwise, unless such damage or loss is caused by the gross negligence of the Corporation or its Agents.

Shareholders should be considerate of storage space and try to contain items to a 6 x 8 space. Personal property placed in the storage rooms must be properly placed and tagged with the name and address of the Shareholder. The storage of upholstered furniture, bedding material, carpets, propane tanks or other types of fuel, flammable materials, loose papers, or any items of a commercial or business-related nature is prohibited by both these Rules & Regulations and the Ossining Fire Code and subject to removal and disposal without notice and without liability on the part of the Corporation.

All storage rooms are to be used in compliance with all laws and edicts, promulgations, rules and regulations of all governmental agencies.

Children are strictly forbidden to play or to congregate in storage rooms or laundry rooms. Parents are responsible for their child's/children's actions in such cases and will be responsible for any damage they may cause.

Maintenance Requests

When requesting maintenance on-line, please use the website's Maintenance Request form. The request is then directed to both the maintenance staff and the Board. Any non-maintenance requests/comments/concerns should be submitted using the website's question form or sending an email to hmmaintslip@gmail.com. These are directed to the Board of Directors.

Renovations

All construction debris must be removed from the property by the contractor. Alterations involving common areas, plumbing, electrical must be done during the normal working hours of our staff and coordinated with them in advance.

Disposing of Items

The white shed is available to Shareholders as a convenience to dispose of bulk items. If you have one or two pieces of furniture to get rid of you can put them in the shed, however, do not empty your entire household into the shed. The white shed is currently unlocked Monday through Friday from 7:00 AM to 4:00 PM.

If you have any electronic equipment to dispose of please take them to Hazardous Waste Drop in Valhalla. High Meadow is charged an additional \$25 for each electronic device including TV's that is picked up from the shed by the carter.

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Submitting Information to the Newsletter

When disposing of paint cans that are not empty, please make sure the paint is hardened; you can use cat litter to harden the paint or buy a hardener from the paint store.

There are many people who do not follow the law/rules. Please follow the law for recycling and disposing of trash. By not following the rules, it ends up costing all of us additional money and in some cases those who don't follow the rules create extra work for the staff.

Attics

Units with direct access to the attic are not permitted to store any items in there. Storing of any items in the attic is against the fire code. The sole purpose for the attics is for access by the maintenance staff, not for storing items.

Belated Congratulations & Warmest Welcome

To our newest neighbors/shareholders:

Bonnie Doran
Jason Jones
Maria and David Vieira
Eric and Emily Kelly

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.)

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 7:15 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.

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

High Meadow Cooperative No. 1, Inc.
 98 Charter Circle, Ossining, New York
 10562
 2018 Contact List

Stillman Management Company, Inc.

440 Mamaroneck Avenue, Suite S-512
 Harrison, NY 10528
 Charles Munnial Site Manager
 Diane Duryea, Administrative Assistant
 Marion MacKay, Account Executive
 Lynn Blum, Bookkeeper
 Sheryl Cirulnick, Supervisor
 Lisa Iaccarino, Applications
 Cindy Duse, Sup. of Sales & Applications

Roy Stillman, President

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914-813-1945
 914-813-1926
 914-813-1939
 914-813-1910
 914-813-1912
 914-813-1936
 914-813-1915

Emergencies, After Hours, Weekends & Holidays Contact: 914-813-1900

Beck Liebman Petrone PC

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 White Plains, NY 10603

Robert H. Beck, Esq.
 rbeck@beckliebmanpetrone.com

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 914-285-9769 fax

Bloom and Streit

2900 Westchester Avenue, Suite 303
 Purchase, NY 10577

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 914-253-8087 fax

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1 Executive Boulevard
 Yonkers, NY 10701

Jason Schiano, President
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914-457-4223
 914-376-2800 fax

Jennifer Apicella, Account Representative
 japicella@levittfurst.com

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Tax Certiorari Attorney

Geller & Rodner

One North Lexington Avenue, 11th Flr White
 Plains, NY 10601

Jeffrey S. Rodner, Esq.
 jrodner@gellerrodner.com

914-664-8900

Board of Directors

President Maintenance
 Liaison

Marilyn Szatkowski

161 SH 914-762-0284

Vice-President
 Renovations Chair

Linnea Carnes

188 CC 914-941-0996

Secretary

Emily Coca

86 CC 914-683-3788

Treasurer

Joan Indusi

141 CC 914-762-3891

Director
 Newsletter & Interview Co-Chair

Christina Gardella-Cavalluzzi

173 CC 914-755-9540

Director
 Community Room & Garage Rental

Ursula Winter

166 CC 914-762-6437

Director
 Interview Chair

Charles Asencio

47 CC 914-332-1480

Maintenance Office – behind 98 CC

Facilities Manager

Assistant Facilities Manager

Joe Giampietro
 Esubio Pujols

Phone * Fax 914-941-6208

Porter

Juan Collardo

High Meadow Coop Website - highmeadowcoop.com

March 27, 2018
High Meadow Annual Shareholders meeting

Proof of due calling of meeting = Affidavit of service, Shareholders were notified.

A quorum was met and a vote for officers will take place.

Present: Marilyn Szatkowski, Linnea Carnes, Joan Indusi, Ursula Winter, Cristina Gardella- Cavalluzzi, Emily Coca, Charles Ascencio

Bob Beck - Attorney

Jason Schiciano - Levitt-Fuirst Insurance Company

Mark Cohen - Accountant

Diane Duryea - Stillman Administrative Assistant

Marion MacKay - Stillman Account Executive

Charles Munnilal - Stillman Site Manager

Introduction and greeting from **Marilyn Szatkowski.**

Kudos were given to the maintenance staff for the excellent job of removing the snow. Our oil price is

\$2.27 per gallon with a 10 Cents cap for a total of \$2.37

The roofing project will be on hold until the weather stabilizes. Additionally, until the roof project is finished there will be no major landscaping or other major projects.

Tax appeal is still pending for 2013 -2016.

Reminder to all to register for the High Meadow website, if you have not already done so.

Newsletter items: Renovations debris must be removed by contractor. Work hours should be coordinated with Joe Giampietro

Refrigerators being disposed of in the trash shed, must be tagged through village and doors removed from all appliances.

Recycling and trash rules were reviewed.

A shareholder asked if paper recycling bins can be placed at the north end. Response was that the board has discussed this extensively and at this time it is not possible.

Ophelia Hill asked if rugs can be put in shed to which she was told, yes.

Mark Cohen- Accountant

Things are good financially. High Meadow refinanced the mortgage in 2016 for \$7 million at 3.54 %. We are 1% below current rate.

There is \$3.2 million in the reserve fund.

After roof project is finished, there will be \$2 million left in reserve fund. It will be important to be prudent with that money as there is 7 years left on loan.

Last fiscal year there was 1.5% increase in maintenance charges.

There was concern about real estate tax revaluation. We were flat-as we were prior to the revaluation, whereas other co-ops and condos had large increases in their taxes.

Cost of living is always an issue, staff union. Oil prices have been low and it has not been a cold winter. We use an average of 100K gal of heating oil per year.

The budget was balanced with \$80k left over - we are current on bills- people pay their carry charges. Reserve fund is good.

Questions were taken from the floor.

Marilyn added that maintenance expenses are down because our maintenance staff does a lot of the work that contractors are usually hired to do.

Jason Schiciano - Levitt-Fuirst

Co-op is insured by different companies.

Coverage for co-op, property, Fire or storm, liability is from Greater NY Insurance (A+ rating) Directors and officers are insured by Chubb.

\$100 million umbrella liability insurance which covers law suits it is the master insurance. Renewal last year had a 2% increase. June 1 is our renewal date.

Handout has insurance recommendations for shareholders. Everyone should have full value of their unit's improvements insured.

We have flood insurance for the building that are in flood zones. Refer to list in packet as to what to insure.

Lisa Wilkerson asked, "What proof of insurance do we have to send to our managing agent?" Jason responded, "You have to insure your personal betterments. Work with your broker to make sure you are properly insured with what you own."

Charlie Munnial - Stillman Management

Has been managing High Meadow for 19 years. He appreciates the proactive actions of board. He locks in oil prices and finds the best electric rates which are currently at a low.

Call him or Diane anytime.

Bob Beck- oversaw the Board of Directors election. Running for a 3 year position were:

Marilyn Szatkowski
Linnea Carnes Emily
Coca
Ursula Winter
Charles Ascencio

As chairman, Bob asked for 3 shareholders to volunteer to count the votes. Mike Beutikant, Bonnie Doran and Carlyon Funke volunteered to count tallies.

The five candidates introduced themselves to the shareholders.

Bob explained how the vote was to proceed. There is one ballot per family. The results of the election for the 3 year position were: Emily Coca, Marilyn Szatkowski and Ursula Winter

Door Prize Results:

First Prize - \$100 of Margaret Durgin 48A CC, Second Prize- \$75 Kim Torres, 171 CC, Third Prize - \$50 Joan Astuto 42CC.

Meeting closed at 8:35pm

Submitted by,

Emily Coca Secretary