

High Meadow Cooperative, Inc.

Newsletter

November/December 2019 Edition

Playground Rules

Our playgrounds are a place for the children who live in our community to have fun and run around. That being said, our rules state that “All adults in or anywhere near the playground, must be accompanied by a child in his/her custody.” An adult who is not in the custody of a child should not be in or hanging around the playgrounds. As we are told often, if you see something, say something. If you witness any suspicious activity, please contact the local police.

The Snow is Coming!

Snow! It's beautiful, it's fun, it's a whole lot of work! Our maintenance department does an amazing job of clearing out the parking lots and shared spaces. As a reminder: All main areas of the parking lots will be cleared first and then clearing of parking spaces will begin. Residents are responsible for shoveling out and moving their own vehicles to facilitate the clearing of the spaces. When shoveling the snow from around your car, shovel the snow toward the front of your vehicle. *Please, do not place it behind your neighbors' vehicle or in areas of the parking lot that have already been plowed.* Calcium will be added to the parking lots and side walks after the snow has been cleared.

In addition, when parking on the street, please avoid blocking the paved access from the street to the sidewalk.

Thank you for your support in this endeavor.

Please read the attach notice relating to snow.

Parking Lots and Garages

When walking in the lots please do not walk close to the back of the vehicles or garage doors, doing so makes it very difficult to see pedestrians.

You are reminded to park nose into your parking space. Also, please only park in your assigned spot. You are also permitted to park in the unnumbered spots as long as you have a high meadow parking sticker.

When you have overnight guests who are parking in the street, please make sure you call the police and let them know that you have an untagged car in the street. This will avoid your guests getting an unwanted ticket.

If you have replaced your vehicle you have 30 days to complete an application for a new parking sticker. The stickers are not transferable; you will have to apply for a new sticker when you replace your vehicle. Periodically the tow truck comes through the property and will tow any vehicle without a sticker or temporary tag.

Roof/Siding Projects

The roof project is coming along very well! As stated in the last newsletter, the siding installation has come to a close until next spring.

At this time, 6 buildings remain with regard to siding. At present, the contractors are concentrating on completing the roof Cricket areas on several buildings before the inclement weather. We anticipate the project being 100% completed late spring 2020.

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Co-op Insurance

All Shareholders of High Meadow Cooperative No. 1, Inc. must obtain and maintain comprehensive liability and casualty insurance covering their respective apartment units. This coverage should be valued at no less than \$300,000.

Written proof of current coverage which includes the name and address of the insurance company and the policy number, and the name, address and telephone number of the broker, if any, must be delivered to Diane Duryea via email (dduryea@stillmanmanagement.com), mail or fax upon the anniversary or renewal date of the policy each and every ensuing year, or whenever the policy is renewed. Please make sure Diane's name is on all Faxes. Failure to provide the information requested, or to obtain and/or maintain the required insurance, shall be deemed a material breach of the Occupancy Agreement and shall subject the defaulting Shareholder to such legal action as is provided therein including termination.

Getting to Know Your Board of Directors

Most residents know that there is a Board of Directors protecting their interest of their building, community and the individual owners. You have probably taken part in numerous board elections, even attended a monthly board meeting. But many residents who've never held elected office still may not truly understand what the Board members do.

Board members are "VOLUNTEERS" who live in the community and want to help make sure their investments are protected and that High Meadow is a safe,

welcoming, enjoyable, and quality place to live. They have responsibilities within the Board. We welcome involvement and recommend taking the time to attend Board of Director's meetings. When positions become available on the Board, we hope that you consider running. Board meetings are held on the third Tuesday of every month in the Community Room. Elections are held during the annual meeting, which take place each spring.

Becoming involved in the meetings and on the Board is a wonderful way to get your opinions heard and to make a difference within OUR community.

Holidays

The Holiday season is upon us! Feel free to decorate the outside of your unit to help make our community look festive! Just remember to power any lights you are using with extension cords that are plugged into an outlet in your home or operated via solar power. Outdoor holiday lighting is limited to 2 weeks before the holiday and one week after the holiday.

Please ensure that any holiday lighting has UL approved wiring. If you reuse any lights, check wiring carefully. Do not use if cracked or frayed. If you have a fresh Christmas tree, please make sure you keep it watered.

All **summer** items must be put away by December 1st.

Laundry and Storage Rooms

This is a kind reminder to make sure you have turned off all of the lights and the outside door is double locked prior to leaving the shared spaces. We would like to conserve energy and make sure our belongings remain safe.

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Submitting Information to the Newsletter

If you wish to place information in the Newsletter, please drop a note off to Melissa Ferraro at 6 Geneva Road or send an email via the website using the "General Questions" tab. All information should be submitted in writing and needs to include your name, address, and telephone number. The Board reserves the right to accept or edit any information for length and/or content.

Upcoming Board Meetings

Board meetings take place on the Third Tuesday of the month at 7:00 pm.

If you are interested in addressing the Board, please contact Marilyn Szatkowski at 762-0284 at least 48 hours in advance of the meeting so that you can be placed on the agenda. All Shareholders are welcome and encouraged to attend Board meetings and observe.

The next Board Meeting will be held on November 19th. There will be no meeting in December.

We have set Tuesday, March 31, 2020 for our Annual Meeting. Make sure you mark your calendars. There will be 3 seats open for election so now is the time to consider running for the Board. Come and observe some Board meetings.

High Meadow is Now on Facebook

High Meadow is on Facebook! Look for the group "Residents of High Meadow Coop" on Facebook and follow the prompts to join. This group is meant for shareholders of High Meadow Co-op and their immediate family

members to meet, connect and strengthen our community of neighbors. Please feel free to share your interests, items for sale, notify others of positive experiences with local businesses, etc. We hope this new way to communicate will enhance the ways in which we already interact as neighbors. Please feel free to direct any questions or concerns to Carolyn Funke (hmmaintslip@gmail.com).

New Neighbors

We would like to extend the warmest welcome to our newest neighbors:

*Lori and Bruce Gorman
Daebriah Wint*

We are confident that you are going to love this community as much as we do!

Important Contact Information

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

Property Manager
Charles Munnial, Stillman Management
914-813-1945



The Board of Directors

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HIGH MEADOW COOPERATIVE NO. 1, INC.

**c/o Stillman Management Inc
141 Halstead Avenue
Mamaroneck, NY 10543**

SPECIAL NOTICE – 2019/2020

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 are needed to facilitate the clearing of snow. Any resident who removes any of these barricades and parks their vehicles in the spot will automatically be assessed a \$100 fine and may risk having the vehicle towed at the Shareholder's expense.

We have 12 parking lots, 158 entrances, 25 basement stairwells and several miles (no exaggeration, it was measured at one time) of sidewalks, on our property that encompasses 16 acres with three men who also handle incoming repair/emergency calls. We do hire laborers, from our landscaper, they arrive when available. 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 procedure 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 shoveling out and moving their own vehicles to facilitate the clearing of the spaces. When shoveling the snow from around your car, shovel the snow toward the front of your vehicle. **Please, do not place it behind your neighbors' vehicle or in areas of the parking lot that have already been**

plowed. 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 allow children to play outdoors unattended while snow clearing operations are in progress.

ICE CONDITIONS: Some of the icing conditions in front of the units are caused by the melting snow from the roofs of the buildings. You must use extreme care when entering and exiting your units. If your area has ice, put down some Calcium Chloride, sand or grit.

NOTIFY STILLMAN MANAGEMENT (914-813-1900) OR THE MAINTENANCE STAFF OF ANY ICING CONDITIONS.

USE CAUTION! RESIDENTS ARE RESPONSIBLE FOR THEIR OWN DUE CARE DURING SNOW AND ICING CONDITIONS!!

Thank you for your cooperation.
Your Board of Directors
November, 2019