

HIGH MEADOW COOPERATIVE SPECIAL COVID 19 NOTICE

Dear Shareholders: we hope the everyone is doing well. In case you missed this in our last notice; the Board of Directors would like you to know that if you are having difficulty paying your maintenance because you are out of work, please let the us know. You can notify us either by email hmmaintslip@gmail.com or put a note in the plastic bag hanging on the door knob of 161 S. Highland Ave (Parking Lot D). The Board will waive late fees for a period of 90 days, starting with the April Maintenance.

The Board of Directors is doing its best to keep everyone informed on Coronavirus and the necessary steps to be taken to help keep everyone well and safe. We are a large family and we need to work together to keep our High Meadow family safe.

Stillman Management has sent to all their Boards a memo on Coronavirus Containment. While most of the memo does pertain to high rise buildings the following information pertains to everyone:

- As previously announced non-emergency repairs will not be responded to until further notice.

Maintenance Emergencies – call Stillman’s emergency number 914-813-1900. [The Maintenance office is closed until further notice.](#) In an effort to keep our staff and shareholders safe, we are suspending all non-emergency repairs. By "emergency" repairs, we mean the traditional areas of fire/smoke (Call 911) and flooding or no electricity.

- Before entering anyone’s unit the following questions will be asked:
 1. Has anyone in the home had a fever, cough and/or shortness of breath?
 2. Within the last 14 days, has anyone in the home traveled outside the U.S. or recently had contact with a person suspected or confirmed to be infected with the coronavirus?

If the repair cannot be postponed, the affected individual should remain in a separate room with the door closed for the duration of the repair or, if there is no separate room, be required to maintain a six-foot distance from the staff member and wear a face mask for the duration of the repair.

- As per our Rules and Regulations nobody is to go to any member of the staff’s home, at any time. You will be fined and charged for any overtime.

If a resident is diagnosed with the Corvid 19 Virus you are urge to stay in your home. If you must go out you should be wearing a face mask. We urge all residents to remain in their homes if an ambulance does take someone to the hospital. If we are notified that someone from a one-bedroom unit was take to the hospital, arrangements will be made to have the hallway disinfected.

Laundry Rooms: Our staff is doing its best to sanitize these rooms; all it takes is one person to sneeze or cough in the room to contaminate it. We strongly urge all residents to wipe down the equipment, etc. before and after each use with sanitary wipes, 60% alcohol cleaning product, or the like. We recommend no more than 2 people in the laundry room at the same time, maintaining safe distances. Weather permitting when in the laundry room leave the door open, however, make sure the doors are double locked when you are finished.

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Postponed: The roof project and landscaping have been postponed until the government lifts the ban on non-essential work.

Some Reminders: This is a reminder in light of recent circumstances and the limited supply of toilet paper on store shelves. We urge residents to think twice before flushing other materials down their commodes.

That goes for paper towels, tissues, napkins and the bane of many sewer systems, supposedly flushable wipes. They are not flushable, and they are not biodegradable. They wreak havoc in our plumbing system. ... Please don't flush those items down the toilet.

All Non-essential inside renovations and repairs should be postponed.

Closed: Community Room and Playgrounds

"Prevention is the best practice." Social distancing, stay home, if you have to go outside keep 6 feet from others. Wash your hands with soap and water and keep your hands away from your face.

Reminder of the dangers of mixing chemical cleaners: The Centers for Disease Control and Prevention recommends routine cleaning of surfaces to limit the spread of COVID-19, several agencies are trying to remind people about the dangers of mixing household chemicals. The following deadly combinations:

Bleach + vinegar = chlorine gas. This can lead to coughing, breathing problems, burning and watery eyes. Chlorine gas and water also combine to make hydrochloric and hypochlorous acids.

Bleach + ammonia = chloramine. This can cause shortness of breath and chest pain.

Bleach + rubbing alcohol = chloroform. This is highly toxic.

Hydrogen peroxide + vinegar = peracetic/peroxyacetic acid. This can be highly corrosive.

If you are seeking more information on mixing chemicals, Google "mixing chemical cleaners".

Stay well. Stay safe. Stay home.

Your Board of Directors

April 1, 2020