

HIGH MEADOW COOPERATIVE SPECIAL COVID 19 NOTICE

Dear Shareholders: we hope that everyone is doing well. It has been several weeks since our last notice. We have decided it was time to send out a reminder list. This list includes New York State's Executive order. Governor Cuomo also announced the state is increasing the maximum fine for violations of the state's social distancing protocol from \$500 to \$1,000 to help address the lack of adherence to social distancing protocols. The Governor reminded localities that they have the authority to enforce the protocols.

1. We encourage residents when walking around the coop to wear a face mask in an effort to protect our residents. When in public individuals must practice social distancing of at least six feet from others and must wear masks This includes walking around High Meadow's Property.
2. Wash your hands with soap and water and keep your hands away from your face.
3. Individuals should limit outdoor recreational activities to non-contact and avoid activities where they come in close contact with other people;
4. Sick individuals should not leave their home unless to receive medical care and only after a telehealth visit to determine if leaving the home is in the best interest of their health;
5. Young people should also practice social distancing and avoid contact with vulnerable populations;
6. Use precautionary sanitizing practices such as using isopropyl alcohol wipes. This includes when using the laundry rooms and even railings including the common hallways.
7. 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 \$100 for the first offense and charged for any overtime.
8. Our staff is doing their best to sanitize the laundry 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 leaving the door open, however, make sure the doors are double locked when you are finished.
9. 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 sewer system. Please don't flush those items down the toilet.
10. Non-emergency requests will not be responded to at this time. The Maintenance office is closed until further notice.
11. **Maintenance Emergencies** – call Stillman's emergency number 914-813-1900. 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 flooding or no electricity. For Fire and smoke Call 911, Before entering anyone's unit the following questions will be asked:
 - Has anyone in the home had a fever, cough and/or shortness of breath?

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- 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
12. Maintenance Payments: 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 us know. We have been advised by our professionals to obtain proof from your company which informed you that you will be out of work due to Covid-19, please include this with your request.
13. 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 \$100 for the first offense and charged for any overtime.
14. If a resident is diagnosed with the Covid 19 Virus you/they are urged 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 arrives to take someone to the hospital. If we are notified that someone from a one-bedroom unit was taken to the hospital, arrangements will be made to have the hallway disinfected.

Stay well. Stay safe. Stay home.

Your Board of Directors

May 1, 2020

