

High Meadow Cooperative, Inc.

Newsletter

November/December 2022 Edition

It's Cold Out There!

That chilly winter weather has made its transition into the Hudson Valley! While the weather makes preparations for the...dare I say it... snowy season, we all need to work together to keep our apartments warm but our bills low. Should you experience any concerns or limitations with your heat exchange, please submit a maintenance slip as soon as possible.

While we are mentioning the "s" word, take a look at the attached snow removal notice.

Decorations

As the winter season approaches, we will be welcomed by the plethora of holidays that are culturally significant to each of us, religious festivals and ceremonies honoring the change of seasons, as well as secular events that take place in many different countries. Driving through Ossining, we each get a chance to see all the various celebrated events ornamented on each street. High Meadow is no different, and, in my opinion, one of the best decorated communities in the village!

But (you knew it was coming) on to the rules:

- Please do not nail or screw anything into the trim around the entrances or doors.
- Dig out your thin, over-the-door hanger or damage-free removable hook to hang your items on your door.
- Power your lights by using indoor outlets or use solar/battery operating lights. Plugging lights into an outside outlet is a safety hazard.

Co-Op Insurance

Some standard business. As we get ready to spend time with family and friends, and be ever so busy that it will feel like a whirlwind when it's over, I encourage you to set yourself a reminder about your co-op insurance. We all know we need to have an active insurance plan for comprehensive liability and casualty to cover our apartments, and we know that the coverage should be valued at no less than \$300,000. So I won't tell you that again. But I will tell you that if you don't update your policy with Stillman, you end up with a processing fee, each month, until it's resolved.

Here's a hint though, notify Stillman as soon as you receive your updated insurance, and you won't have to deal with that again for another year.

Here's what you need to do: Submit written proof of your active coverage, which includes the name,

address, and telephone number of the insurance company/broker and the policy number to Diane Duryea at Stillman Management by email, mail, or fax.

Extra! Extra! Read All About It

Tired of getting paper notifications of High Meadow updates? Are you a new shareholder and have no idea how you even got on the paper list? We have a solution for you!

Drop a note at the office (98 Charter Circle) with your name, unit number, email address, and that you would like to receive notifications online. It's easy, convenient, saves paper and gives you more space! Whenever notices go out, you will get an email with a link.

Let's Keep In Touch

Earlier this year, High Meadow rolled out One Call Now which can send you communications via phone calls, e-mail and/or text messages. HMC has chosen to offer this service to the shareholders for emergencies such as loss of heat/hot water, water shutdowns, etc.

If you would like to sign up for these communications, please complete the attached form and drop it off at the office (98 Charter Circle). You can also find this form on the High Meadow website; once completed, please email it to jguiliano@stillmanmanagement.com.

Quick Reminders

Parking: We have had some disruptions with parking lately, and just want to remind everyone that vehicles parked on HMC property require an HMC parking sticker, each apartment has a dedicated parking spot assigned, and unnumbered spaces are first come first serve. If you have guests visiting, they must park on the street. Vehicles illegally parked on the HMC premises will be towed at the owner's expense.

Street Parking: Be thoughtful when parking on the street. Please do not block the paved access points to the sidewalks. This creates an unnecessary hazard.

Laundry/Storage Rooms: Please remember to leave the rooms as you found them, turn off the lights and double lock the doors.

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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 (914) 762-0284, at least 48 hours in advance of the meeting, so that you can be placed on the agenda and be sent the link for the virtual meeting. Meetings are still currently being held via Zoom.

The Board will be taking a short break this winter and our next meeting will take place on Tuesday, January 17th, 2023.

Don't Forget: High Meadow is 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 how we already interact as neighbors. Please feel free to direct any questions or concerns to Dawn Marie Hilkin (hmmaintslip@gmail.com).

Submitting Information to the Newsletter

If you wish to place information in the HMC Newsletter, please drop a note off to C. Gardella at 173 Charter Circle or send an email through the HMC website using the "General Questions" tab. All information should be submitted in writing and should include your name, address, and telephone number. The Board reserves the right to accept or edit for length and/or content.

Special Announcements

If you would like to include an announcement, we encourage you to submit a Newsletter Announcement Request by either dropping it off at the Maintenance Office (behind 98CC) or through our website: under the Welcome Shareholders! tab, there is a new feature that will allow you to do this: highmeadowcoop.com

Community Room

As a reminder, the Community Room is currently not available for rent at this time. We will notify you once this has been lifted.

After Hours Emergencies

After hours emergencies must be directed to Management's Emergency Number published in the newsletter. Emergency calls are quickly sent to the staff member on duty through the Property Manager and the Account Executive for the property. It is prohibited to contact or go to a staff member's home at any time for High Meadow issues.

Anyone who approaches a member of the staff after hours for co-op issues will be assessed a Processing Fee of \$100 plus overtime.

Important Contact Information

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

Property Manager
Jenna Guiliano, Stillman Management
914-813-1913
jguiliano@stillmanmanagement.com

Emergency After-Hours Number
914-813-1900

With Gratitude,
The Board of Directors

High Meadow Cooperative No.1 Inc.
c/o Stillman Management Inc
141 Halstead Avenue
Mamaroneck, NY 10543

Special Notice - 2022/2023

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 receive a \$100 processing fee and risks having the vehicle towed at their own 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 manage incoming repair/emergency calls. We do hire laborers and 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 workers and divert them from their schedule. During snow removal, contact Stillman Management (800-705-3707) 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 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 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 apartments are caused by the melting snow from the roofs of the buildings. You must use extreme care when entering and exiting your apartment. If your area has ice, put down Calcium Chloride, sand or grit.

Notify Stillman Management (800-705-3707) OR the maintenance staff of any icing conditions.

Please 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 2022

High Meadow Cooperative No.1 Inc.
ONE CALL NOW – Contact Information Sheet

Please enter contact information for up to two (2) people per apartment in the space provided below. If you select more than one communication method, you may receive messages on all methods selected.

RESIDENT 1 – Please print all information clearly

Name: _____ (first and last)

Unit Number #: _____

Please complete the information on how you want to receive emergency notification

Contact Method	Enter number or email address		Check the box to enable emergency notifications
Home Phone:			<input type="checkbox"/>
Email Address:			<input type="checkbox"/>
Cell Phone:	<input type="checkbox"/> Voice OR	<input type="checkbox"/> Text	<input type="checkbox"/>

For cell phone option: you must choose **EITHER** voice or text messages, selecting both will default to voice.

RESIDENT 2 – Please print all information clearly

Name: _____ (first and last)

Unit Number #: _____

Please complete the information on how you want to receive emergency notification

Contact Method	Enter number or email address		Check the box to enable emergency notifications
Home Phone:			<input type="checkbox"/>
Email Address:			<input type="checkbox"/>
Cell Phone:	<input type="checkbox"/> Voice OR	<input type="checkbox"/> Text	<input type="checkbox"/>

For cell phone option: you must choose **EITHER** voice or text messages, selecting both will default to voice.

How to Receive Text Messages on your Cell Phone:

Send a text to **22300**;
Then type the word **ALERT** (all CAPS) and hit **Send**;
You will get a thank you message from ONE CALL NOW.

Return completed forms to Stillman Management by dropping it off at the facility office located behind 98 Charter Circle, or emailing jguliano@stillmanmanagement.com