

## **PARK TOWERS CONDOMINIUM ASSOCIATION**

9 – 11 Park Street - Norwalk, CT 06851

July 15th, 2019

**Attendees:** Board members: Jeff Bisson, Melanie Lovern, Robert McGregor and Dan Aman

**Absent:** Commons Management: Joe Carpentieri

**Opening of meeting:** Jeff called the meeting to order at 7:00 PM

**Approval of Minutes:** June minutes were amended and approved.

**Open Forum:** Ramon and Nancy Bentley

### **President's Comments:**

- Board Position- the President contacted other owners; they declined the position. The Board will leave the vacancy open till the Annual Meeting.
- Extermination- The service is included in the common charge fee. All residents are strongly encouraged to participate by placing their magnets outside their doors before 9:00AM on the scheduled day. For the month of July, 18 of 68 units participated in the service.
- Renovations of unit 118 are midway, flooring and cabinets will be installed soon.
- Management Company - Meetings are being coordinated with the companies whom submitted proposals.

### **Management Update:**

- Roof Replacement-
  - Commons Management is coordinating a meeting with the Rick's Roofing, and the Engineer to discuss the repairs of the roof.
  - The Board is continuing to research options for repairs.

### **Financials:**

- The financial statements of the association as of June 30th, 2019 were received. (The reports are on file.)
- Financials are within the budget for the year.
- The Board continues to explore savings opportunities.
- The Board continues to assess fines as appropriate.

### **Old Business:**

- The Board continues to maintain a list of projects for future enhancements.
- Elevator – The Board met with Thyssen Krupp, (elevator maintenance company) to discuss and resolve a recent elevator violation notice. The Board is currently evaluating repaired options to resolve elevator violations. Other violation issues have been resolved.

**New Business:**

- New light for testing was installed in the first floor for feedback, the light is the incorrect color (too bright) but the style is being considered for future lighting installation.
- The fire alarm contract was reviewed and approved.
- The hallway lights on each floor were cleaned
- The Board is continuing to investigate the leak in the garage the unit owners in the water line were contacted.

**Reminders:**

- Minutes are posted on the Park Towers website; at [www.parktowers.net](http://www.parktowers.net) and a copy will continue to be posted on the bulletin boards in the garage and laundry room.

**Future dates:**

- Next ABC Exterminating service is August 10th, 9:00 AM, all residents are strongly encouraged to participate by placing their magnets outside their doors before 9:00AM
- Monday, August 19th, 7:00PM: PTCA Board location of meeting will be determined

**Adjournment:**

There being no further business, the meeting adjourned at 8:22 pm.

**NEXT MEETING**

The next meeting of the board  
of the Park Towers Condominium Association  
Location TBD

**Monday, August 19th, 2019 at 7 PM**

Please, if you plan to attend the meeting,  
Call Commons Management 203-227-9377

**CALL MEETING TO ORDER & OPENING REMARKS**

**OPEN FLOOR**

**APPROVAL OF MINUTES**

**PRESIDENTS COMMENTS**

**MANAGEMENT UPDATE**

**FINANCIAL REPORTS**

**OLD BUSINESS**

**NEW BUSINESS**

**CORRESPONDENCE TO / FROM UNIT OWNERS**

**MISCELLANEOUS**

**ADJOURN**

Respectfully submitted,

Dan Aman, Secretary