

## **PARK TOWERS CONDOMINIUM ASSOCIATION**

9 – 11 Park Street - Norwalk, CT 06851

August 19th, 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 7:07 PM

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

**Open Forum:** No Unit owners were present

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

- Board 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, 19 of 68 units participated in the service. The board wishes to Thank Ramon Bentley of 111 for his support last month with exterminating.
- Renovations of unit 118 continue, new heaters were installed, doors and cabinets will be scheduled for installation.
- Management Company – The Board has selected Imagineers as the new management company. Commons Management will service PTCA until the end of September. Additional updates to follow.

### **Management Update:**

- Roof Replacement-
  - The Board is coordinating a meeting with the Engineer and Architect to discuss the repairs of the roof.

### **Financials:**

- The financial statements of the association as of July 31st, 2019 were not received in time for this meeting. Upon receipt the Board will review them.

### **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. We are gathering quotes for different options to decide best course of action.

### **New Business:**

- During the recent power surge, the fire alarm monitoring system blew a panel. A new panel has been installed.
- The Board is continuing to investigate the leak in the garage the unit owners in the water line were contacted.
- Mac Gray has been on site to clean the washers and dryer vents. A regular schedule is being established for continued maintenance.

- The Garage Doors have undergone the six-month preventative maintenance service and it was requested they be put into a standard preventative maintenance schedule.
- An application is being completed and submitted to the state for possible energy conservation.
- Smoke detector testing will be coordinated with a few dates and times to accommodate unit owners.
- The Board is looking into alternative locations for the annual meeting. Location will be announced with annual meeting packets.

**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 September 14th, 9:00 AM, all residents are strongly encouraged to participate by placing their magnets outside their doors before 9:00AM
- Tuesday, September 10th, 7:00PM: PTCA Board will be held at the Norwalk Inn

**Adjournment:**

There being no further business, the meeting adjourned at 8:45 pm.

Respectfully submitted,

Dan Aman, Secretary

**NEXT MEETING**

The next meeting of the board  
of the Park Towers Condominium Association  
will be held at the Norwalk Inn

**Tuesday, September 10th, 2019 at 7 PM**

Please, if you plan to attend the meeting,  
Call Imagineers at 203-663-1447.

**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**