

## **PARK TOWERS CONDOMINIUM ASSOCIATION**

9 – 11 Park Street - Norwalk, CT 06851

February 20, 2019

**Attendees:** Board members: Jeff Bisson, Priscilla Garcia, Melanie Loverne, Robert McGregor and Dan Aman  
Commons Management: Joe Carpentieri, Bill McGarrie

**Opening of meeting:** Jeff called the meeting to order at 7:07PM

**Approval of Minutes:** January minutes were approved

**Open Forum:** No Residents were in attendance

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

- Extermination- The services are included in the common charge fee. All residents are strongly encouraged to participate by placing their schedule magnets outside their doors before 9:00AM on the scheduled day. For the month of February, 19 out of 68 units participated in the service.
- The batteries were replaced in the Fire Alarm system

### **Management Update:**

- Roof Replacement- there was a leak in unit 314 and 414, Rick roofing was called to investigate the matter. They believe they have resolved the matter.

### **Financials:**

- The financial statements of the association as of January 31, 2018 were received. (The reports are on file.)
- Financials are stable and we are within the budget for the year.
- There are no current delinquencies.

### **Old Business:**

- Roof replacement by Rick's Main Roofing has been put on hold until the Spring:
  - The Board reviewed the engineer reports and is scheduling a meeting with the roofing company and engineer to determine next steps
- The new garage doors had a temporary electrical issue. The motor for the Outbound door was replaced. The electrical panel is also being updated to one circuit breaker per door.
- Replacement walk off mats in the lobby will be ordered, there was a delay with the current company, a secondary company has been contacted.
- Items for review in Spring
  - Garage drain testing will be scheduled in the Spring

- Smoke detector testing will be scheduled, a few dates will be provided to ensure residents can confirm the operation on their smoke alarms.
- Replacement of carpeting in the Lobby and Garage areas
- Additional furnishing and decorating of Lobby
- Replacement of lighting in the Garage with LED lights

**New Business:**

- Completion of mailbox tags and unit numbers are being replaced
- There have been several complaints from residence regarding dog owners not following house rules.
  - There have been incidents of dog owners not picking up after their dogs,
  - Dogs urinating in stairwells( between 2<sup>nd</sup> & 3<sup>rd</sup> floors) and in the elevator
  - Dogs defecating on 2<sup>nd</sup> floor in the hallway near elevator

**Reminders:**

- Residents using the garage doors are encouraged to use the pedestrian (middle door), not the overhead doors when walking outside.
- Residents with dogs are encouraged to review the policy on pets in the rules/bylaws. Residents are reminded:
  - All Pets must be leashed while in/ on common areas
  - Dog walking on common property is prohibited. This includes; the parking lot, picnic area, grass island between doctor's office and parking lot, Park Street Entrance, and the backside of the building.
  - Pet owners are strongly encouraged to use the Park Street entrance to exit the building, use of the lobby is discouraged.
- 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:**
  - March 14th, 9:00AM: ABC Exterminating service, all residents are strongly encouraged to participate by placing their schedule magnets outside their doors before 9:00AM
  - Wednesday, March 20th, 7:00PM: PTCA Board meeting will be held at the Norwalk Inn

**Adjournment:**

There being no further business, the meeting adjourned at 8:53 p.m.

Respectfully submitted,

Dan Aman, Secretary

**NEXT MEETING**

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

**Tuesday, March 20th, 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**