

**Cowpet Bay West  
Board of Directors Meeting  
February 5, 2014**

**Present:** George Blackhall, Sharon Koehler, Doug Rebak, Mike McGuire, Sarah Hrabina, Vinnie Verdiramo, Joel Kirschenbaum

**Office:** Holly Case and Rita Aguila

**Guests:** Rosie Wells, Mike Doyle & David and Carol Shear

**Approval of Minutes:**

Approval of Minutes of January 8, 2014. A motion was made to approve the January 8, 2014.

**Manager's Report**

Generator: Waiting on the arrival of the new transformer and transformer switch which is a special build. The delivery is expected within the next 2 weeks, at which time Frank's Electric is on call to install immediately. This will allow us to put the main generator back on line for emergency use, with a delay. A question was raised by a Board Member on why it was taking so long to be built. Holly explained that manufacturers do not keep these units in-stock. The unit needs to be fabricated to custom specifications due to WAPA power fluctuations and surges. CBW staff is taking preventative measures by implementing a routine maintenance plan and adequate storage to ensure the rebuilt unit will stay functional.

DPNR Inspection: The DPNR inspection went very well, with only one discrepancy. The discrepancy was that our 3<sup>rd</sup> back up blower in the WWTP was not functioning. The blower has been fixed and in compliance with all DPNR standards.

Nursery: Mr. Brown has prepared the Nursery and it is now up and running. Plants are expected to be ready during off season to begin more landscaping improvements.

Electrical Meter Boxes: Holly is currently receiving bids to replace the electrical boxes on the outside of the units that hold the individual unit meters. Several of these are deteriorating and you can no longer open the panel to get to the circuit breakers. This will take careful planning since the power will be shut off to those units for an entire day.

Day-time Fuel Tank: Needs to be replaced in a timely manner. It is showing signs of stress and this supplies fuel to the generator directly.

Trash: A number of complaints were addressed to the office about several people leaving their trash. A fine will be implemented.

**Treasurer's Report:**

<u>Bank Balances</u>	February 5, 2014	
	General & Special	\$ 87,000.00
	Reserve	\$ 269,500.00

Sharon discussed current bank balances, owners' in arrears, and our Reserve Fund year-end balance.

Reserve: A Board Member asked how much funds were in the reserve account last year. Sharon stated that the balance was approximately \$320,000. The Board voted on the budget last year to maintain less in the reserve account, since the interest was so low.

**Committees:**

Alternative Energy Committee: Michael McGuire reported he and Anna Paiewonsky were trying to set up a meeting with WAPA in February. The committee will start exploring options. First being that the complex is divided into 4 parcels and each parcel would be able to produce 100kW. Second, that the Association accepts the 100kW and move forward. Mike also wanted to know what the owner's sentiments were about solar. He stated that there were very few people who responded to his questionnaire and he would like to hear what the reasons were why those who opposed the Solar Pilot Program are so against it. He then stated that he will try to do a letter to each owners asking why they are opposed.

Sherri Levin, with the help of Mike, would like to hold an Energy Conservation Forum to be announced at the meeting. Mike also proposed that the office sell energy efficient bulbs so that owners will be more inclined to use them.

Nominating Committee: Doug Rebak reported all necessary paper work was sent to owners to meet the 30-day deadline for the ballots. Doug stated that two winning nominees will hold a 3 year term, one winning nominee for a 2 year term and one winning nominee for a 1 year term

Insurance Committee: Doug is currently working with two insurance carriers, Theodore Tunick and Mapfre, for a quote on Property Insurance for 2014-2015. The Committee and Board will review both proposals thoroughly to ensure the best decision is made.

D&O was doubled because of the lawsuits. It covers any out-payments to a million dollars in total.

**Old Business:**

Meet and Greet: Doug and Mike will handle beverages, ice and coolers for the Meet & Greet; Sharon and Sarah will handle plastic, paper products for both, as well as refreshments for Annual Meeting. Venue for the annual meeting will be at the Elysian Patio above Sangria.

Judith Kromenhoek Email: Although Ms. Kromenhoek declined to attend the board meeting and participate in the open forum, the board offered to discuss her email sent to owners dated 01/14/2014, the board addressed each item, responding in detail and correcting inaccuracies where needed. A transcript of the responses will be available per owner's request. .

**January 8 Action Items:**

- Find out about new No Dog Signs (Completed)
- Verify WAPA deposit amount (Completed)

- Prices of security cameras (Completed)

**New Business:**

Electrical Room: Holly is in the process of getting the electrical room that supplies power to the R/O plant and WWTP pumps in better working condition. Some electrical boxes are disintegrating and no longer hold the electrical systems together. She is currently receiving bids from three electricians to perform the repair. As soon as a contractor is selected, CBW staff will begin coordinating with the contractor to prepare to shut down the pumps to WWTP for up to two days while the electrical work is being performed.

Letter of Credit: The board is pursuing a letter of credit from Banco Popular to receive CBW's deposit back from WAPA.

WAPA Water Line: George and several property managers and representatives from around the Nazareth Area had a meeting with Mr. Hodge from WAPA who proposed that a water line be installed from the Ivanna Eudora Kean High School to the Ritz. The Board is assessing the situation to see if it will be more cost-effective to hook up to the new WAPA water line or not.

March Meeting: Next Board meeting is To Be Determined after the Organization Meeting and election of officers.

**ACTION ITEMS**

Follow up with the Letter of Credit from Banco Popular	Holly
Meet with VI Bureau of Energy in February	Mike
Prices of security cameras (To be determined)	Holly