

FOUNTAINS AT SEA BRIGHT CONDOMINIUM ASSOCIATION  
BOARD OF TRUSTEES MEETING  
DECEMBER 12, 2011  
MINUTES

Meeting Location: The meeting took place at the Monmouth Beach Cultural Center

Present at the Meeting: M. Leckstein, G. Gorab, T. Bauer, K. Winch (Management)

Absent: M. Curcio, I. Plasner

Owners Present: M/M Overbye

The meeting was called to order at 7:03PM.

APPROVAL OF MINUTES

The minutes from the August 20, 2011 meeting were reviewed by the Board. A motion was made by Glenn Gorab and seconded by Todd Bauer. Motion carried, all in favor.

The minutes from the October 28, 2011 meeting were reviewed by the Board. A motion was made by Marc Leckstein and seconded by Todd Bauer. Motion carried, all in favor.

It was noted that the minutes from the November 28, 2011 Special Meeting had not been completed yet. They would be ready prior to the Board's next meeting.

2012 MEETING SCHEDULE

A motion was made by Glenn Gorab and seconded by Todd Bauer to approve the 2012 meeting dates as follows: January 9, March 12, May 14, July 9, August 11 (annual) and December 10. Motion carried, all in favor.

2012 BUDGET

The 2012 budget was discussed. Todd Bauer stated the Association has been running at a deficit the past few years based upon unexpected special projects that had arisen such as remediation of mold in some units. The Board had come to the conclusion it would need to start anticipating such projects and would now provide for same in future budgets. Maintenance fees would be going up this year as a result.

A motion was made by Todd Bauer and seconded by Glenn Gorab to approve the 2012 budget. Motion carried, all in favor.

## 2011 AUDIT

The Board Members indicated that they had been very satisfied with the services of its auditor Synkowski and Normann and wished to retain them again for the 2011 audit.

A motion was made by Glenn Gorab and seconded by Todd Bauer to approve the 2011 engagement letter by Synkowski and Normann. Motion carried, all in favor.

## 2012 LANDSCAPING CONTRACT

The Board Members indicated they have been very satisfied with the services of Siciliano Landscape Company. They felt the Association had finally found a landscaper that stood by their representations. It was also noted that Siciliano had done an excellent job handling and servicing all of the Association's water fixtures.

A motion was made by Glenn Gorab and seconded by Todd Bauer to approve the 2012 landscaping contract with Siciliano Landscape Company. Motion carried, all in favor.

## SEMI-ANNUAL ROOF INSPECTIONS

The Board Members stated that in order to prevent problems with the two roofs in the future, it would be advantageous for the Association to hire Systems Designs & Analysis to inspect the roofs on a semi-annual basis. It was noted that Systems Designs had been the Association's consultant on the replacement of the roof for Building "A".

The Board reviewed the proposal from Systems Designs & Analysis to perform a semi annual inspection of the roofs on each building. A motion was made by Todd Bauer and seconded by Glenn Gorab to accept the proposal. Motion carried, all in favor.

## UNIT FINES

It was noted that the owners of Unit 5 had been sent a warning letter as to their balcony being used for storage in violation of the Association's Rules and Regulations. Despite the sending of a warning letter, the violation had not been remedied.

A motion was made by Todd Bauer and seconded by Glenn Gorab to institute a fine of \$50 to unit 5 for not eliminating the violation. The fine will be waived if everything is removed within two weeks. Motion carried, all in favor.

## BULK HEAD PROJECT

The Board reviewed a change order which had been submitted by Borel Docks to construct five new catch basins at a cost of \$400.00 per catch basin. This proposal had been recommended for approval by the Association's Bulkhead Consultant, French & Parrello. A motion was made by Glenn Gorab and seconded by Todd Bauer to approve the proposal. Motion carried, all in favor.

The Board also reviewed a construction proposal spreadsheet which had been prepared by French & Parrello indicating the various quotes from contractors toward completing the bulkhead work.

The Board discussed a proposal from Carl's Fencing for installing fencing along the bulkhead, pool and patio area. A motion was made by Glenn Gorab and seconded by Todd Bauer to approve the proposal, using a wider material fence. Glenn and Todd indicated they would have a telephone discussion with Rob Knotz of French & Parrello to discuss the details. Motion carried, all in favor.

A motion was made by Glenn Gorab and seconded by Todd Bauer to approve Bill Chick Masonry for the concrete patio slab replacement at a cost not to exceed \$9,400.00. Motion carried, all in favor.

A motion was made by Glenn Gorab and seconded by Todd Bauer to approve Quality First Contracting for the composite decking with hidden fasteners at a cost not to exceed \$16,592.00. Motion carried, all in favor.

A motion was made by Glenn Gorab and seconded by Todd Bauer to approve Precision Paving to mill, pave and re-stripe the parking lot. Motion carried, all in favor.

Management noted that \$57,083.33 has been drawn down on the bulkhead loan to make the second payment on the bulkhead contract.

## ROOF DRAIN PROJECT

The Board noted that it had been approached by a group of unit owners wishing to have the roof drains along the riverside extended to the river. The Board indicated it would obtain bids to determine the cost for such work.

## ADJOURNMENT

Marc asked if any members of the public had anything they would like to address to the Board. As no one indicated they wished to be heard, a motion was made by Glenn and seconded by Todd to adjourn the meeting at 8:12PM.