

**One Bratenahl Place Condominium Association  
Minutes of the November 16, 2021, Board Meeting  
By Zoom Conference**

**Members Present:** Ted Westbrook, M.D., President  
Christopher G. Axelrod, Vice President  
John Peca, Treasurer  
Mark Rodio, Secretary  
Jay Bishop, M.D., At Large  
John Malcolm, At Large  
Jeanette Webster, At Large

**Members Absent:** None

**Invited Guests:** Blair Cancelliere, First Realty Property Management  
Jay Cusimano, Esq., Kaman & Cusimano

**Call to Order:** There were sufficient members for a quorum.

The Board Meeting was called to order at 4:02 p.m. by Secretary Mark Rodio.

**Meeting Discussions:**

1. Motion for Resolution to Approve Oct. 19, 2021, Meeting Minutes by Mark Rodio, second by John Peca; unanimously approved.
2. President's Report: informational meeting seems to have been beneficial and productive; House Committee meeting with decorators; nothing new to report on the Master Agreement with 2BP.
3. Treasurer's Report: received October 31 financials; discussion regarding employee holiday fund solicitation letter; Motion for Resolution to Approve sending letter by John Peca, second by Mark Rodio; unanimously approved; pet committee met 3 days ago, still in process; re-write committee met 3 times, still working on it, declarations are being redrafted by K&C, committee also started working on discussing bylaws.
4. Manager's Report: nothing separate from agenda.
5. Ratify Actions Taken Outside of Meeting:
  - a. 2022 Budget Approval: Motion for Resolution to Approve by Mark Rodio, second by John Peca; unanimously approved.
  - b. Garage Membrane Warranty and Quote to Inspect Waterproofing: Motion for Resolution to Approve by Mark Rodio, second by John Malcolm; unanimously approved.
6. Old Business:
  - a. Carpet and Furniture Cleaning – Quotes and Price Comparison from Jeff's Carpet Cleaning and Fiber-Seal: discussion regarding not cleaning hallway carpet that is planned to be replaced; furniture should be cleaned; Blair will get updated quotes.
7. New Business:
  - a. Budget Resolutions 2021-2022: Motion for Resolution to Approve by Mark Rodio, second by John Peca; unanimously approved.

- b. Two Quotes for the Structural Work needed in the Garage from Western Specialty Contractors and M-A Building and Maintenance (\$93,150); Motion for Resolution to Approve M-A by Mark Rodio, second by Jeanette Webster; unanimously approved.
- c. Quote to Patch Concrete (underneath southeast elevation): Motion for Resolution to Approve M-A by Mark Rodio, second by Ted Westbrook; unanimously approved.
- d. Quote for Balcony Work repair (east elevation): Motion for Resolution to Approve M-A by Mark Rodio, second by Ted Westbrook; unanimously approved.
- e. Maintenance Agreement for Fitness Equipment; Quote from Fitness Brokers (same price as last year): Motion for Resolution to Approve M-A by Mark Rodio, second by Jay Bishop; unanimously approved.
- f. Contract Renewal with Carroll Companies for ATM Machine: Motion for Resolution to Approve by Mark Rodio, second by Jeanette Webster; unanimously approved.
- g. Letter from the Bistro regarding Upgrading Restaurant Space: will be discussed with House Committee.
- h. To coincide with a range of holidays, residents permitted to decorate their balconies with lighting starting on Thanksgiving Day through the second Sunday in January: Motion for Resolution to Approve by Mark Rodio, second by John Malcolm; unanimously approved.
- i. Service/Maintenance for Waste/Drain Stacks: discussion of whether to have service contract for cleaning or snaking in range of every 3-5 years; Blair has contacted a contractor about grinding and acrylic coating for main vertical stacks; per John Malcolm, there are also chemical and jetting solutions; perhaps get a sample to Osborn Engineering.
- j. Residents List for Window and Door Service and Replacements: discussion regarding how the assessments are determined, and when and how replacements are determined; discussion regarding window frames and whether they have been assessed; some frames have been replaced; windows were evaluated previously; all lowers on the list for replacement have been done; now working on the uppers; doors have not been done due to budget constraints.
- k. Convector Service and Replacement: approximate cost is \$1,000 per unit for material, replacement with 1BP staff or can investigate hiring outside installation; discussion regarding offering program for replacement if owner pays cost of material and 1BP maintains as common element; could survey the residents; tabled for further discussions.
- l. Window/Door, Convector and Parking Waiting List: will be published.
- m. Combined 1BP & 2BP Website Upgrades: discussion regarding proposal to upgrade with 50-50 split of cost between 1BP and 2BP; discussion of proposals; discussion of determining when to include in budget; site needs upgraded; tabled for further discussion.



8. Committee Reports:
  - a. Electric Car Charging: committee had a contentious meeting; one member admitted to unplugging electric vehicle chargers; has provided meeting minutes; 3 different types of chargers (level 1 trickle chargers to level 3 fast chargers); there are also third-party vendors that will provide stations for a fee.
  - b. MR&R: discussion of stub-year plan progress.
9. Meeting Reminders: Next Board Meeting – Tuesday, December 21, 2021, at 4:00 p.m.
10. Regular Meeting adjourned at 5:27 p.m.

Respectfully,

Mark Rodio, Secretary

A handwritten signature in blue ink that reads "Mark Rodio". The signature is written in a cursive, flowing style.