

UP 3259 CAPITAL HILL APARTMENTS
EXECUTIVE COMMITTEE MEETING No 86
6th March, 2017
Minutes

Venue: Apartment 118/23

Present: David Campbell (DC), Chairman & Secretary, 205/19; Horace Saducas (HS), 118/23.
Terry Gassner (TG), 12/19.

Apology: Peter Ford (PF), Treasurer 115/21;

1. WHS Matters.

A News item has been posted on our web site and an amendment to the Apartment Manual made concerning smoke alarms. In brief, it is time to replace the present life-expired ionisation alarms with a photoelectric type being recommended instead. A lift notice will be put up shortly to further advertise this vital matter.

Action: DC

2. Treasurer's Report.

PF presented the Monthly Report as at 28 February, 2017. Funds on hand are:

Administrative Fund	\$248,080.31
Sinking Fund	\$58,275.22
Total	\$306,355.53
Bank balance, Admin Fund	\$140,787.49
Investment A/C	\$101,361.10
Bank Balance, Sinking Fund	\$55,521.32
Levies in arrears	\$7,901.83
Other arrears	\$422.98
Interest on overdue levies	\$385.47
Insurance Claims Receivable	(\$604.32)
Total Assets	\$305,775.87

Total Admin Fund expenditure from 1 September to 28 February 2017 has been \$87,667.59 out of a budget allocation for 2016/17 of \$232,563. The financial situation remains very satisfactory although some potentially large costs are looming; see the Landscape Report, for instance.

Our \$100,000 Term Deposit matures this week; the Committee had earlier decided to renew it for three months, thus keeping open the possibility of using it should the solar power prospect be realized in the near future.

The Committee remains concerned at the levies in arrears. The situation hasn't been helped by some careless paperwork by the property manager of two particular apartments, accounting for about half the debt. **Action: MA**

3. Landscape Report.

Faults in the lawns' irrigation lines have been increasing of late. We hadn't expected to replace these under the Sinking Fund plan for another 25 years but we will most certainly have to bring this forward. The landscape contractor has

suggested installing pop-up systems instead and these will be investigated. Weeding of the lawns appears to be falling behind. The crimson sentries remain to be pruned. **Action: DC**

4. Remedial Insurance Work.

Renewed cracking in the western parapet wall between Buildings 17 and 19 will be repaired under Remedial's warranty, perhaps this month. Remedial will again be hastened. **Action: DC**

5. Correspondence.

Correspondence during the period was of a routine nature: welcome letters were sent to the new tenants in 15/19 and 16/19.

6. Web Site and Lift Notices.

Items in News on our web site have been posted and lift notices routinely turned over. The Apartment Manual has been amended with updated information about smoke alarms.

Usage data on the web site are still not yet available. **Action: MA**

7. Business Arising from Previous Minutes.

a. Current Repairs.

Work on the water ingress problems of apartments, 208/21 and 115/21 continue at snail's pace. Our insurance claim has been declined and so the work must proceed at our direct cost. Contracts have been let to Dekor Australia, Summit Property Services and Six Star Plumbing for the various parts. The broken concrete path between Buildings 17 and 19 was finally repaired on 7th February. The replacement cats' eyes were installed on 14th February. Other routine repairs during the period have included work by QMax on the four sump pumps. The search is on for a better pump that doesn't have float valves to tangle.

The leaking balcony planter box in 205/19 was treated with Soudal T Rex Power Crystal polymer sealant on 14th February. Time will tell whether this is an effective treatment.

A worrying defect that is becoming increasingly prevalent is leaking bathrooms. The causes are generally poor sealing of the shower recess or badly installed toilets. In either case, water gets under the tiles and soon shows up in swollen skirtings and architraves by the bathroom door. Three new cases have appeared in February. All too often, owners /agents are slow to make repairs; meanwhile the damage increases.

b. Apartment Log.

This is finally taking shape and the log is being populated with historical data that will guide future Executive Committees.

The purpose of the Log is to record alterations by apartment owners that have implications for the longer term repair and maintenance of common property. Some changes have been approved by the Executive Committee and some have not. Some have specifically imposed, as a condition of approval, understanding and acceptance by the owner that the Owners Corporation is not and will not be responsible for repair and maintenance; that responsibility remains with the apartment owner.

Action: PF, DC

c. Solar Power

HS tabled a spreadsheet with a comprehensive comparison of the bids of three tenderers in terms of price, performance and anticipated savings/earnings. It is possible that an EGM will be called for Wednesday 26th April. This should give time for the investigations to be completed, a brief written for Owners and an Agenda to be issued. **Action: HS, DC, MA**

d. Forrest Residents' Group

At the AGM on 13th February, our proposal to provide for corporate membership was rejected. The meeting failed to appreciate the difference between the residential interests of a local Owners Corporation and the commercial interests of property developers, a strange shortcoming particularly in the face of the NCA's current consideration of development of a 13,300 m² block on the corner of State Circle and Canberra Avenue. HS has become a private member and will keep the Committee abreast of developments. Minutes of the February meeting have not yet appeared.

e. Lift # 23.

Schindler and Peak Consulting attended on 22nd February. The accumulation of a small amount water in the lift well of Building 23, noticed in December, was investigated. (If repair work goes ahead, the opportunity could be taken to re-seal a leak in the basement wall behind Cage 28 as well.) The danger from water in the lift well is in creating an environment for corrosion but at the moment the risk seems vanishingly small. In the first instance, though, applying a negative seal to the Toby bar hole could be attempted. Should that fail, consideration could be given to the installation of a small Grundfos submersible pump. A report from Peak is awaited. **Action: MA, DC**

f. Power Failures

There have been three electrical power failures in the past month, none of which has been explained by ActewAGL despite repeated requests. Perhaps a coincidence, but troubles occurred at the same time with the security systems' Swipe controls and the CCTV historic data log at a cost of \$2000 to repair. Perhaps as another consequence, replacement of a Foxtel power supply controller cost us \$400. The insurance aspects are being investigated and an assessor is expected shortly. A further brief failure occurred on 13th February. **Action: MA**

g. NFS Contract

P & T All Trades has been appointed to provide Fire Protection Services for Capital Hill Apartments, and for ADT to provide Fire Alarm Monitoring Services. This should mean a reduction of about 12% in the annual cost of these essential services. The new arrangements came into force on 1st March. A set of keys remains to be collected from NFS. **Action: MA**

h. Cleaning

Ground floor tiles, inside and out, received their six-monthly scrub in February. The builder's choice of tile was unfortunate, being very hard to clean and keep clean

but, this time, a sodium hydroxide solution was used and the result has been a significant improvement over previous products.

The oily water separator in the car wash bay was serviced on 24th February.

i. Tractor

The tractor has been repaired by ACT Small Engines and was returned to service on 9th February. The offending bracket has been reinforced, three old tyres replaced and the motor overhauled.

j. Pest Birds

Our contractor, Australian Pest Birds, again inspected the premises to treat the horizontal surfaces to keep the Indian myna birds away. **Action: MA**

8. New Business.

a. Dog and Dog Door, 28/23

The Committee concurred in the wish of the incoming owners of 28/23 to have Bailey, a Jack Russell Terrier, share their apartment. The Committee also concurred in their desire to replace a courtyard glass door with one with a dog-latch, but subject to their understanding and acceptance that the Owners Corporation would not be responsible for this alteration to common property and that all expenses, including any repairs or replacement, would remain with the apartment owner.

b. Window Cleaning

The six-monthly window cleaning program is underway. Residents have been advised by a letter box drop.

c. Garbage Rooms

The lock on Building 23's door failed on 21st/22nd February and was promptly repaired when it came to notice. The problem was simply one of fair wear and tear; that lock has probably had up to 50,000 cycles and such wear is inevitable. What was not surprising was that at least eight occupants of #23 said nothing about the problem, merely leaving their garbage on the floor outside the room.

The handles on all garbage room doors have been tightened. We depend on residents reporting such problems so that something can be done but, again, there has been a deafening silence.

Furniture was dumped in Building 19's room on 26th February. Cost recovery has been initiated. **Action: MA**

d. Street Lights

Street light # 3134 has again gone on the blink. NCA has been informed.

e. Roof Anchors

A quote from RIS Safety for \$1150 has been received for the re-certification of our roof anchors. The bid differs from earlier contracts in that it introduces a charge for "safety spotters". We need to better understand why the change. **Action: MA**

9. Next Meeting: 3rd April, 2017 in Apartment 205/19

D.J. Campbell
Chairman

7th March, 2017