

**UP 3259 CAPITAL HILL APARTMENTS**  
**EXECUTIVE COMMITTEE MEETING No 94**  
**6<sup>th</sup> November, 2017**  
**Minutes**

**Venue:** Apartment 205/19

**Present:** David Campbell (DC), Chairman & Secretary, 205/19; Peter Ford (PF), Treasurer, 115/21; Terry Gassner (TG), 12/19; Horace Saducas (HS), 118/23; Richard Heaney (RH), 28/23.

The Committee was delighted to welcome to the Committee Richard Heaney, who has offered to serve with us. Richard's business experience includes a period as a programmer, as an accountant and as an academic teaching mainly corporate finance and investments. He has previously served on an owners' corporation committee in Melbourne. With a background and experience like that, Richard will be able to make a very significant contribution on our Committee.

**1. WHS Matters.**

The broken paving tiles on the courtyard between Buildings 21 and 23 have been roped off until repairs are effected. The matter drags on with Solar Hub's insurers.

**2. Treasurer's Report.**

As of 31<sup>th</sup> October, the Administrative Fund stands at \$95,784.95 and the Sinking Fund \$161,343.11 for a total of \$257,128.06. Levies in arrears are a mere \$165.54. Pro rata expenditure from the Administrative Admin Fund stands at 79%, but it is early in our financial year.

As discussed at the AGM, we ought to invest a substantial portion of the Sinking Fund in a term deposit, leaving enough for working capital. The Committee agreed to invest \$100,000 for 90 days (current rate is 2.35%) and to keep the matter under review as the year unfolds.

Honoria to Committee members will be paid this week. Again, this is a subject to be kept under review; it should have been discussed at the AGM and will be on the agenda in future. The Committee formally added Secretary to DC's role as Chairman and assigned Treasurer to PF. HS, TG are Members, as is now RH.

Six monthly Levy notices will be distributed shortly. Levies are due on 1<sup>st</sup> December and 1<sup>st</sup> June.

**Action: PF, MA**

**3. Landscape Report.**

Preparation for the replacement watering system and bollards is underway. Progress is delayed because of bureaucratic inertia in TAMS. At this rate, the work, which would require 16-29 day on site, is increasingly unlikely to be completed before Christmas.

Four planter boxes by the door to Building 17 had irrigation problems but these have been fixed. The box nearest the door will be planted with *clivia robusta*, which is currently in flower in front of # 19. There is/was nothing wrong with the

irrigation for the planter boxes by # 23 but the one closest to the door will also be planted with *clivia*. The cascading jasmine in the planter boxes, and which are such a feature of our architecture, are recovering well in the spring growth season after their savaging in the Remedial works program last year. The attractive appearance is marred, however, by some boxes in which weeds and other plants are very prominently growing. The owners will be approached about this.

The lemon and lime trees are about to be planted.

The ornamental pears on either side of the walkway between Buildings 21 and 23 are affected by powdery mildew. The usual treatment is with a Schedule 6 chemical but the Committee has found an effective bacterial solution that is not hazardous to people; it is, however, not cheap either.

The irrigation system for the planter boxes on Level 2 of Building 17 has failed; the solenoid will be replaced. Unless the affected residents themselves report that, for example, the box is plainly dry the Committee (not being psychic) has no means of knowing about such problems.

While recognising the need to do something to keep removal vans off the lawns, HS registered his strong disagreement, on aesthetic grounds, with the plan to install bollards. He had no alternative suggestion and was outvoted on the matter.

**Action: All**

**4. Correspondence.**

Correspondence last month was largely to do with various insurance matters and removals issues. Letters of welcome have been sent to the new residents in 4/17, 10/19, 13/17 and 23/21.

**5. Web Site and Lift Notices.**

Article 6.3 in the Apartment Manual has been expanded to include information about gas meters for the seven apartments that do not have corridor access. See item 7.c. below. Lift notices have been routinely rotated. See also 7.g below.

**6. Business Arising from Previous Minutes.**

**a. Annual General Meeting.**

The AGM was held on Wednesday 18<sup>th</sup> October, 2017, at the Eastlake Football Club, 3 Oxley Street, Griffith. The Minutes were distributed on 30<sup>th</sup> October.

**b. Broken Paving Tiles.**

Solar Hub and its insurers remain incalcitrant. Action is promised but nothing arises. The time has come for a Letter of Demand.

**Action: DC, MA.**

**c. Solar Power.**

The necessary ACTPLA inspection of the installation and issuing of a Certificate of Electrical Safety was finally completed on 12<sup>th</sup> October. The system is now fully operational. The expectation is that our electricity bill for common areas (lifts, garage doors, lighting, etc) will be reduced by up to 40%.

**d. Canopies.**

Canopies were erected over the three remaining exhaust ventilation trunks on 5<sup>th</sup> October by ProMetalwork.

**e. CCTV.**

We enjoy widespread coverage of the basement parking and storage cage areas but it is not 100%. The Committee has investigated the feasibility and cost of upgrading. A quote from Blitz Security for \$17, 076.40 for 14 turret cameras, associated cabling, switches and licences was approved. It was agreed this cost should be met from the Sinking Fund.

**Action: HS, MA**

### **New Business.**

#### **a. Hot Water Service, Buildings 21 & 23.**

Complaints about the service around 20<sup>th</sup> October were investigated. A leaking plumbing joint had allowed water to enter the terminal box of No. 2 circulating pump and this caused the electrical circuits to be broken. The problem was promptly fixed and normal service restored.

#### **b. Noisy Neighbours.**

Capital Hill Residents were much disturbed on the night of 28<sup>th</sup> October by a Halloween party at 12 Somers Crescent. There is nothing more to be done on such occasions than to call the Woden Police on 6256 7777. (The general police number is 131 444; do not use 000 which is for emergencies only.) Many residents did just that, together with folk in nearby diplomatic establishments. The police did come eventually and the racket ceased around 10.00. The neighbour had made a letter-box drop advising of the party but nothing would have excused the outrage or could have prepared us for the 120 decibel noise level, something equivalent to a jet fighter taking off from an aircraft carrier.

#### **c. Gas Billings.**

The Apartments' meters were read on 18<sup>th</sup> October but part of the billings are qualified as Estimated Meter Readings with a zero consumption. Although confusing, this is just an accounting device. The hot water meters, which have been playing up, were recently replaced and a zero reading was assigned to these. The other two charges are normal. These will be for meter numbers beginning with EC (for cooktops) and WR (for hot water). A full explanation of how this dual metering works is to be found at Article 6.3 of the Apartment Manual.

#### **d. Christmas Party.**

Under the spreading oak tree behind Building 17. Sunday 10<sup>th</sup> December at 1.00 p.m. All residents are encouraged to bring some food and drink for a community gathering and some Christmas cheer.

**Action: All**

#### **e. Moving In and Out.**

There is clear guidance in the Apartment Manual and elsewhere about the do's and don'ts when moving in and out. Prominent in this is the necessity to use lift blankets and the lift key but this practice is now more often ignored than complied with, particularly by tenants. Estate agents are often reminded of the matter but to little avail. Disposal of packing materials and surplus furniture is another problem. Occasionally, residents have attempted to intervene only to be greeted with abuse. This happened as recently as the 1<sup>st</sup> November when a van parked on the lawn of #17 and, incidentally, breaking off a large branch of a tree on neighbouring 15 State Circle. Practical suggestions as to how to improve this situation would be most welcome.

We're seeing an unusually high rate of removals at the moment. Six properties are for sale and four for rent.

A related matter is the practice of some estate agents to place their signs on our property which is, of course, a breach of Rule 24.1. Two such instances occurred this past weekend; the signs were removed when requested.

**Action: All**

**f. Lift Notices.**

Notices of matters of interest are placed in the lifts and on the basement doors by the Committee regularly and frequently. We like to think this is a useful and informative service. Subjects range from guidance on garbage disposal to reminders about air-conditioning maintenance and from Easter greetings to rules about parking. It is not helpful if these notices are removed by individuals, perhaps in the belief that they are being singled out for special attention. The Committee would be grateful if knowledge of these offences could be reported.

**g. Pest Birds.**

Pest birds, especially doves (pigeons) and Indian myna birds have been especially numerous and annoying this spring. Our contractor has been urged to take sterner countermeasures and attended on 1<sup>st</sup> November. We are not allowed to do anything about native nuisances such as cockatoos. **Action: DC**

**h. Careless Parking.**

The Committee considered a request to have a particular visitor's car spot designated Motor Cycles Only. The request came from an owner whose car is frequently boxed in by a vehicle occupying an adjacent spot. The culprit has yet to be identified but investigation is under way. The request was denied on the ground that such a redesignation would alter the utility of common property for other owners and residents. **Action: DC**

**i. Communications Room Computer.**

The computer we use for security data logging has given up the ghost, probably not unexpected for a nine year old machine. New swipes can't be activated until the thing is replaced and a suitable model is being sourced by Blitz as a matter of urgency. It is doubtful whether the loss is covered by our Strata Insurance policy. **Action: HS**

**7. Next Meeting:** 4<sup>th</sup> December, 2017 in Apartment 115/21.

D.J. Campbell  
Chairman

7<sup>th</sup> November, 2017