

**UP 3259 CAPITAL HILL APARTMENTS
EXECUTIVE COMMITTEE MEETING No 61**

Minutes

Venue: Monday, 3rd November, 2014, at 6.00 p.m. Apartment 205/19

Present: David Campbell (DC), Chairman, 205/19; Peter Ford (PF), Treasurer; 115/21;
Terry Gassner (TG), 12/19; Rob Northover (RN), 201/17; Horace Saducas
(HS), 118/23

- 1. WHS Moment.** The requirement for aural protection for the tractor driver has been brought to the attention of the contractor. Proper footwear is also required. Certificates for the roof anchors have been received and lodged with the MA. **Action: HS**
- 2. Treasurer's Report.** PF presented his report for the month of October. Funds on hand are total \$316,414.86. Two owners remain more than 90 days delinquent in payment of levies (totalling almost \$4000); recovery action has been initiated.
- 3. Landscape Report.** TG reported that person(s) unknown had turned off the irrigation system for lawns and garden beds for Buildings 17 and 19 for a couple of weeks during the recent hot and dry spell. Why, by whom – and, indeed, how – this was done remain a mystery. Hand watering was required to help the lawns recover. A distressed Crimson Sentry has also since recovered. The watering schedule seems to be of three successive days a week; the Committee wondered whether alternate days might be better. A plan for the nature strip was discussed and this needs to be finalised with the contractor. Cleaning of leaves and other detritus from the lawn grates also needs to be resolved between the landscape and cleaning contractors. **Action: TG, HS**
- 4. Insurance Update.** DC advised that only two of the affected owners have signed the agency agreement by which the Owners Corporation would make further representation on their behalf with CGU. Other frustration has been the inexplicable delay in assembling the legal argument and presenting this to CGU. CGU has been forewarned that this representation is on its way. Efforts urging faster action will continue. **Action: DC**
- 5. Correspondence.** No correspondence out of the ordinary was conducted during October.
- 6. Web Site.** Viewer statistics for October: 209 Unique visitors (179 September); 298 visits altogether (213 September); Owners 26 (30 September). Most Viewed sites: Community Notice Board 82 (55); News 57; News Archive 48. The only new postings during the month were the ExCom Minutes and the notice about mixing valves.
- 7. Business Arising from Previous Minutes**
 - a. Rain water heads. The sub-contractor seems to have disappeared. The way ahead for the gratings will be discussed with the contractor, Six Star Plumbing. **Action: HS.**
 - b. CCTV Alarm. Blitz Security has reportedly now devised a practical solution and this will be explored. **Action: HS**

- c. Lift Notices. Notices about smoke alarms, air-conditioning servicing and the dangers of using mobile phones while driving were posted during the month.
- d. Planter box tree 112/21. The offending tree was removed by the owner on 9 October. No further action.
- e. Basement, corridor lighting. There has been some improvement in the basement lighting under #17 and 19, with motion sensor batteries being replaced, but it is too difficult to re-locate the sensors for even better performance. The contractor is trialling 240 v LED lights in the corridors, obviating the need and expense of transformers. **Action: HS**
- f. Technical Drawings. No developments to report. **Action: HS**
- g. Visitor Parking. HS reported his progress in monitoring use and abuse of the visitors' parking places. Several serial offenders have been identified and four infringement notices have been served. The campaign has been largely successful with more spaces becoming available for legitimate users. **Action: HS**
- h. Skirting Boards. DC and TG met with Daniel DeSmet of SealMaster on 9th October. The issue as it now stands is that rain water penetrates between the top surface of the base tiles and the skirting tile. It would appear that the wet seal which was originally placed is not working due to poor placement or due to building structural movement, causing cracking of the wet seal. In addition, the sliding doors have a design fault which can also allow water to leak into the interior, causing damage to the timber skirting and carpet. The repair plan is to place an engineered epoxy compound between the skirting tiles and the top of the base tiles. A trial commenced on 27 October in 12/19. Progress will be observed over the next few months and if the treatment is successful, it will be applied to the other six apartments concerned (but not to any apartments whose owners were uncooperative in the investigations). The Committee agreed that the expense would be met from the Sinking Fund. The MA will be advised accordingly as the first bill for \$900 has been received. **Action: PF, DC, TG**
- i. Solar Power. Investigation continues. **Action: HS**
- j. Annual General Meeting. The meeting proceeded on 28th October according to the Agenda with all resolutions carried. As with previous AGMs, attendance was disappointing - 13 in person and three proxies, or only 25% of the owners. This meant that, again, our AGM had to proceed with a Reduced Quorum. The Minutes were distributed on 30th October.
- k. Bird droppings. Not yet spoken to Australian Pest Bird about extending the contract to window sills. **Action: DC**
- l. Request for pet. The request for a cocker spaniel in 8/17 had to be extracted from the tenant as, contrary to the Rules, it was not volunteered. An out-of-session concurrence was agreed on 28th October and the MA has informed the tenant accordingly. No further action.

- m. Unruly behaviour. Considerable unpleasantness recently occurred on three successive weekends in Building 23 and in the basement. The troubles included graffiti being cut into the basement ceiling and disgraceful and disturbing behaviour elsewhere. The matter has been dealt with. Further damage has been done to the Melbourne Avenue wall of 30/23. The MA has been asked to investigate, effect repairs and charge the responsible party.
Action: MA.
- n. Mixing Valves. News item placed on the web site 8th October. No further action.
- o. Ground floor tiles. Deb Northover has obtained indicative costings from Solomons Flooring for treating the ground-floor lobbies with carpet or vinyl tiles in replacement of the current ceramic tiles that are notoriously difficult to keep clean. The costs range between \$30,000 and \$50,000. (A quote for ceramic tiles has yet to be received but is likely to be much more extensive because the existing tiles would have to be taken up first.) The Committee agreed that whatever the desirability of having something better than the present material, expenditure of that order was out of the question in the current financial climate. The situation will continued to be monitored.
Action: All
- p. Telstra, interrupted service. There has still been no explanation from Telstra of the cessation and subsequent intermittent service over a three week period. There were implications for the emergency telephones in the lifts. The matter was included on the agenda of the AGM and the MA explained the policy and procedure to be followed in the event of any future phone failure. The obvious concern is somebody locked in a lift with no means of calling for assistance. The new arrangement should avert the problem.
- q. Master Keys. No action has been taken by any owners arising from the minutes of the ExCom meeting of 7th October. In other words, no keys have been lodged with the MA.

8. New Business

- a. Screening from 10 Somers Crescent. A suggestion has come from the owner of a rear-facing apartment that overlooks the construction site to the effect that the Owners Corporation plant a row of screening shrubs or trees or a vine-covered trellis along the boundary fence. The Committee felt that if there is a problem here, it will be perceived more by the two rear apartments of the new development whose living areas look directly at the fence. We already have plantings along our side of the fence and in time, they will attain further height. If there is to be further planting, it should properly be made by the owners of Somerville Court, as the new complex is called. The situation will be monitored. **Action: TG**
- b. Proposed New Rules .The Committee considered two proposals from the owners of 13/19: responsibility for rear planter boxes and notification to owners about personal liability incurred through, say, damage. After considerable debate, it was decided the proposals were impractical or unnecessary or both. The owners had also queried the need for lawn repairs to be made with urgency and over a weekend, as occurred earlier this year.

The short answer has to do with scheduling unplanned work of importance. A full response will be given to the owners once the specifics of the case are brought forward. **Action: DC**

- c. A further proposal from another owner addressed insurance claims and canvassed the thought that a time limit on lodging claims should be imposed. Since the insurer (CHU) places no such limit (except in one or two extraordinary cases) the Committee saw no need to put in place any such restriction.
- d. .Christmas Party. It was agreed to advertise a Christmas Party to be held under the oak tree behind #17 on Sunday 7th December at 1.00 p.m. It would be a self-catered affair, as in previous years. A call would go out for tables and chairs although the Committee themselves could provide most. **Action: DC**
- e. Letter Box Sign. The “7” has gone missing from 17 State Circle. DC had glued it back the previous week but it has again disappeared. The Committee would be grateful for its return. (It has subsequently turned up.)

9. Other business

10. Next Meeting

Monday, 1st December, 2014 at 6.00 pm, at 118/23

Approved

D.J. Campbell

Chairman

4th November, 2014