



Dolphin Cove

CONDOMINIUMS

March 8, 2023 7:30PM

Open Meeting

Meeting Minutes

- **Call to Order** – Roll call of the Board.
 - All (5) board members present including Mark E, Joe S, Stephen K, Vince C and Gregg S.
 - Property Manager, Marylynn Mendel, also present.
 - Reminded owners meeting will be recorded.
- **Pledge of Allegiance**
- **Approval of the Agenda**
 - Agenda approved as posted.
- **Approval of Previous Minutes**
 - Meeting minutes, which were posted yesterday, were approved. Joe made the motion, Stephen second the motion and board voted in favor of approval 5-0
- **Reports**
 - **Manager Report**
 - **Census Forms** – Currently have 109 units with outstanding census forms and 37 HO6 policies outstanding.
 - **Hot water Heaters:** Maintenance currently proactive flushing hot water heaters and is also working on floor repairs in pool room. Also replacing thermostats on an as needed basis.
 - **Bike Room:** Current have twenty-four assigned stickers to date.
 - **Pool Prep** – Fence order, pool room upgrades, Pool furniture order
 - **Landscaping** – currently obtaining bids for landscaping around pool area and front entrances. In addition,

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getting pricing to grading issues with river rock installations and any areas left to address because of prior patio removals.

- Steve made a motion to approve managers update, Gregg second motion and board voted in favor of approval 5-0.
- **Treasurer Financial Report**
 - Funds still in transition between property Management accounts. A more detailed update to be provided at next open meeting.
- **Facilities Report**
 - **Pickleball and Tennis Court fence:** Progressive fence was back on sight today to address issues with original Pickleball and Tennis Court fence installation. They will also be reinstalling tennis net posts. Net to be installed once posts are up.
 - **Smart Meter replacement** – AC electric will be replacing Smart Meters. Power will be off for 30 minutes to complete work. Owners to be notified in advance.
 - **Roofing Project:** In process of putting together an RFP for roofing repairs.
 - **Landscaping:** Landscaping company has treated the lawn and has completed the mulching throughout the community. They will also continue to address the weeds throughout the community.
 - **Sewer Line:** forty-five feet of sewer line in S building has been repaired. Concrete repairs needed due to work done on sewer line.
 - **Trash:** Discuss need to put trash in containers and to close lids to avoid trash blowing all over the place. Construction debris should not be disposed of in the dumpster. Email blast on the topic to be sent soon reminding owners of the policy.



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- **Presidents Report**
 - **Rules and Regulations** currently being revised. Draft to be posted for unit owners to read in advance of next open meeting for voting for approval.
 - **Parking Permit:** Policy in process of being finalized along with plan to issue parking permit. Policy to include Towing rules and regulations.
 - **Legal Matters:**
 - Currently two pending legal matters.
 - Currently taking legal action on 12-unit owners with outstanding balances.
- **Old Business**
 - **N Building Sewer:** ASAP recommends the line be replaced as there are multiple spots throughout the line bellying and holding water. Currently getting two proposals prior to decisioning on work to be completed.
 - **Orbit – Meter pans: Notice sent out to** seventeen units, currently only four units have responded. Unit owners responsible for costs associated with outdated electrical panels. Asking owners to send picture of panel to identify which need to be replaced. By Reminder noticed to be sent to unit owners that have not yet responded by the end of next week.
 - **Bike Room Rentals/Renewals:** Out of a total fifty-five stickers available twenty-four have been issued. First come first serve. For those with bikes in the bike please register to avoid bike from being removed. Key fobs issued to everyone with a register bike in the bike room.
 - **Pool Renovations Update** Mark in Maintenance is repairing pump room floor and making platform for pumps to be lifted off the ground. Pool work and fence to be completed in time for Pool to open on Memorial Day.
 - **Pool Furniture:** Quote be adjusted due to change in quantities of furniture.



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- **Landscaping (river rock)** LMS is currently working on a 5-year plan to help re-pitch the beds along the buildings preventing water from sitting against the foundation. This will include removing the river rock and replacing it with something else. Shawn stated that he is planning process will take approx. 30-60 days. Currently working on getting proposal to identify needs and costs associated with work needed. Areas of need will be prioritized, and work completed based on available funding.
- **F5 Water Intrusion:** Mold remediator contacted and was on site to assess situation. A request for hygienist inspection. Iron Shied believes water intrusion is because of a broken seal where the siding and window meets. Once address we will be able to remediate. Verbal proposal is \$400. Joe made a motion to approve work, Gregg second the motion and board voted 5-0 in favor of approving the work.
- **New Business**
 - **Pool Lighting** Marc confirmed that the lines have been cut. We are currently in the process of reaching out to electricians to see what our options are, and the costs associated with the repair.
 - **Pool Pass Process** New color wrist bands to be ordered. Process to pick-up pool passes to be distributed soon. Only unit owners in good standing to be issued pool passes. Pool will be open from 11am – 7pm. It will be open the first two weekends after Memorial Day then 7 days a week through Labor Day. Number of passes to be issued to one & 2 Br units to be decided on during next board meeting and discussed during next open meeting. Pool passes to begin being issued starting in April.
 - **Camera's/Key fob System** Alex from Reket provided a proposal for repairing non-working cameras and for adding two more cameras. He also provided a proposal for installing a key



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fob system on the pool gate. Proposal for \$5,300 voted approval. Joe made a motion to approve the proposal, Gregg second the motion and board voted 5-0.

- He also provided a proposal for installing a key fob system at the pool. Proposal estimates is at \$4,200.
 - Board agreed to table the topic until 2023.
- **Illegal Satellite Dishes** Marc will be tracing the wires from the illegal satellite dish to the unit. Currently we have identified six illegal dishes have been installed. The unit owner will be issued a violation notice and be fined. Line will be cut, dishes removed, and costs associated with the repairs will be issue to the responsible unit owner.
- **Dolphin Cove Rental Unit D-8:** Owner is default and association has been renting our unit to assisting in covering outstanding debt. Existing tenant interested in resigning the lease. New lease 12-month lease to be offered to tenant. Rent increase to be discussed and aligned on at next executive session.
- **Pet Policy:** Is included in rules and regulations. Owners reporting violations including having more than one dog in their unit. Pets to be always leashed and to cleaned up after. Also discussed not feeding birds. Fines will be issued when owners are in violation.
 - Marylynn to source proposal for waste stations
- **Comments and Announcements**
 - No new comments
- **Public Forum**
 - **M Shu** – Asked if needed to register dog in NJ if registered in NJ. Only need to be registered on the census form and registered.
 - **Monica** – H12 – Pool passes 6 to a 2 Br. Asked how notices are getting to owner. Notices being mailed to unit owners' home resist.



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- **Ellen T7** – Thanked board for positive changes being made. She also thanked Marylynn for her efforts. Asked about occupancy policy. Bylaws indicate that owners must comply to the rules of the City of Brigantine.
 - Fair Housing Act indicates:
 - Two people in a 1-bedroom unit
 - Four people in a 2-bedroom unit
- **Adjournment**
 - Meeting adjourned at 8:51
 - Joe made the motion, Gregg second the motion and board voted 5-0 in favor of adjourning the meeting.
 - Next meeting is March 22nd 730pm.