

Highlands at Ocean Point Condominium Association
Trustee Special Meeting – Open Meeting
June 25, 2015
Pool Deck

Attendance: Trustees Helen Jones (secretary), Pam Claughton (treasurer) and Lesley Pitts; Maintenance Coordinator Donna Crone. Trustees Absent: Rick Cash (chair) and Jan Zabriskie.

Owners in Attendance: Jim & Donna Francke (403), Dan Lane (404), Laura Pallia (405), Gerry LaCasse (408), Marie & Tom Young (411), Daina Douglas (413), and Helen Jones (414). Absent: Jan & Mary Zabriskie (401), Charles & Pauline Dulany (402), Ann Masi (406), Rick & Joanne Cash (407), Kyle & Carrie Huber (409), Debbie Shorey, Peter Gold & Linda Scharf (410) Phil & Latoya Johnson (412), Bill Delahunt (415), and Mary Beth Riley (416).

At a special meeting of the Highlands at Ocean Point Board of Trustees, on Monday evening, June 25, after moving from the clubhouse to the pool deck at the request of attendees, the secretary called the meeting to order at 6:15 p.m.

1. Purpose of meeting

The Secretary introduced the purpose of the meeting: Last fall, during the budget input process, a building 4 unit owner appealed to the Board for increased building security. In discussions of the pros and cons of various options at November and December Board meetings, it became clear that the decision should be made in consultation with all building 4 residents who will be most affected by, and will need to cooperate to implement, whichever option is selected. With so many people away for the winter, the Board decided to wait until summer to convene a meeting for everyone's input to the decision.

The security options under consideration were sent to all building 4 residents with email addresses in advance of the meeting, with a request that recipients respond to these questions:

- Of the options for building security described below, which option do you prefer, and why?
- Is there an option that is unacceptable to you, and if so, why?
- Do you have any other input on this issue of building security?

The 3 options presented were:

- A. Using existing locks and keys, keep all 3 doors locked at all times.
- B. Using existing locks and keys, keep all 3 doors locked at night, from some agreed-upon time until some agreed-upon time the next morning.
- C. Install buzzer locks or key code locks on all 3 doors with an intercom and buzzer in each unit.

[The input received by in response will be attached to these minutes to further inform the Board's decision.]

2. General Comments

At this point, attendees were given the opportunity to express their views.

- 403 (Franckes): Jim sees additional security as not necessary, because we can secure each unit door. He asked, with back stairs leading up to each deck, what good will front security do? He sees additional security as an inconvenience. If it's necessary to do something, he recommends motion detector lights and/or a security camera with a 30 day feed. He believes a 6-camera system can be purchased for under \$500. That would not only provide a deterrent, but would provide a picture of any intruder.

Donna Francke expressed an opposing view; sees lack of security as a liability for the homeowners, and cited the case in Florida in which a woman was raped in a condo common area. The fourth floor is very lonely and dark, especially the far alcoves.

- 404 (Lane): Prefers that nothing is done. If something needs to be done, he favors motion detector lights in the parking lot, and signs indicating that there is security (even if there is none). He believes people will prop the doors open, and doubted that children will remember codes to enter into a keypad. He believes that only June, July, and August are of concern, but this was later contradicted by another owner who had an incident after most people had left for the winter.
- 405 (Pallai): Expressed concern about packages left outside in the rain getting soaked, or stolen. She mentioned that individual units can install a security system from Xfinity or other vendor.
- 408 (LaCasse): Favors a security camera, says he has been asking for one for 5 years when his car was vandalized, but the Board has not supported it. He suggested a wireless system with 6 to 8 cameras (BJ's, Lorax commercial multi-channel DVD recorder) could be acquired for under \$1,000.
- 411 (Youngs): Tom referenced a case in Florida in which a woman was raped in a condo building, sued the condo association for inadequate security and won. He described a system he is familiar with in Florida, in which the visitor punches in the owner's telephone number and the owner comes down and lets the guest in. With 12 units using the common doors, he stated that we should opt for a commercial application rather than picking up a household one at Home Depot. Tom also noted that packages are always left outside when left at a private home, and that UPS always puts packages in plastic when leaving them in the rain. He also suggested that it could be possible to give the regular UPS driver the code number, but 3 owners objected, saying that that would create a liability issue.

Marie noted that a keypad is simpler than a key when carrying bundles. She also liked the idea of a surveillance camera. She supports increased security. Last fall, at quarter of 1 am, she saw the motion light (that Mary Beth Riley had installed) come on in her hallway, and she saw a person in the hallway through her peephole. Because all owners on the 4th floor were away except for the Youngs and the Cashes, Marie was concerned and called the police. (Mary Beth had installed the motion light because her entrance is in a dark alcove like the Franckes, and she didn't feel safe.) Marie and Tom both stated that the corridor lights, which are on timers, should be left on all night as a security measure.

- 413 (Douglas): Pointed out that the existing intercoms stopped working in the first 6 months. Indicated that she wants her packages delivered inside, rather than to the exterior door. Suggested that the door could be closed/locked at 7pm or 9 pm, and left open during the day. She indicated that she feels safe with the situation as it is, door left unlocked at all times, because if someone screamed, everyone would hear and respond.
- 414 (Jones): Will not be affected by the decision, as 414 has a private entrance. Pointed out that her packages are routinely left on the front porch with no problems, as they are in a private home when no one is at home.
- Maintenance Coordinator Donna Crone: Recommends a key code lock on all 3 doors; has one on her door and finds it convenient. Hers provides the option to use a key. Stated that her packages are left outside, and they have never been touched. Donna cited that 3 keypad locks

could be purchased from Home Depot for \$129 each, or a locksmith could install one on all 3 doors for \$300 each. She also favors motion lights and signs indicating video surveillance and armed security with dummy cameras. She favors 3 keypad locks with codes and a motion light. Her concern about a camera is that someone can throw a jacket over it or a rock at it, and it would be useless.

It was noted during the discussion that, if we go back to using locks and keys, several people will need replacement keys, including Dan Lane, Daina Douglas, and Jim Francke.

3. Result of Discussion – Owner Preferences

Everyone having had an opportunity to speak and hear from each other, the group went around the circle to state their final preference:

- 403 Jim Franke: A motion light and video camera.
- 403 Donna Francke: 3 keypads, one for each door, and a motion light.
- 404 Dan Lane: A motion light on each floor.
- 405 Laura Pallia: A motion light only.
- 408 Gerry LaCasse: A motion light and video camera. Doors should be locked at all times.
- 411 Tom Young: 3 keypads and a motion light.
- 411 Marie Young: 3 keypads and a motion light.
- Marie stated that Ann Masi, unit 406, also favors a keypad, and that Mary Beth Riley, 416, had strongly advocated in her email response for a keypad.
- 413 Daina Douglas: Motion light. Keypad, if it can be kept under \$120. Leave one door unlocked during the day, lock the other two, and lock the third one at 10 or 11 pm.
- 414 (Jones): Will not be affected by the decision, as 414 has a private entrance. Pointed out that her packages are routinely left on the front porch with no problems, as they are in a private home when no one is at home.
- Maintenance Coordinator Donna Crone: Recommends a key code lock on all 3 doors.

The Secretary asked Maintenance Coordinator Donna Crone for her recommendation; Donna recommended a key code lock on all 3 doors.

4. Meeting Conclusion and Adjournment

At this point, Daina Douglas asked for a poll to see how many owners favor having the door locked at all times vs. locked at night only. Locking up at night only was favored by 7 owners (Daina D, Marie and Tom Y, Laura P, Donna and Jim F, and Dan L.) Only one owner, Gerry L, preferred having them locked at all times.

The Secretary then asked the Trustees present whether they had enough information to go back to the Board and make a decision, and whether they had any additional questions for the owners. During this discussion, the meeting became unruly. The Secretary called for order, and, the business of the special meeting having been completed, she adjourned the meeting at 7:25 p.m.

Respectfully submitted, Helen Jones, secretary, July 8, 2015

Approved July 16, 2015. (*Chair deferred to Trustees present 7/12; approved by L. Pitts 7/12 and P. Claughton 7/16*).