

COLONIAL MANOR WEST
Minutes - CMW EMERGENCY BOARD MEETING
November 10, 2025

1. **Call to order** - The meeting was called to order at ~6:05 PM

The meeting was held via zoom. Doug Mulford, Analia Tower, Derik Wagner and Simon Malak were present also via zoom as well as owners from units 107, 108, 203, 206, 208.

2. **Updates:**

Treasurer's Report –

The board discussed insurance matters, with Simon explaining that the flood insurance had been renewed and was awaiting policy issuance, while the fire insurance renewal was due December 23rd and **increased the budget by \$16,000**. The group reviewed a revised budget email that Simon had sent to all members, clarifying that there were two separate insurance policies - flood and fire - rather than one combined policy. The Board also approved the budget increase of \$16,000 (due to the insurance). The new breakdown was emailed to all owners with the new maintenance fee to start in January 2026.

- **Dispute regarding invoices from unit 107:**

Chris Papadolias, owner 107, discussed two invoices related to a power issue affecting the ATEC condenser on the roof and repairs made to his unit. He requested a vote to get reimbursed on these expenses. Chris explained that the power lines and Freon line were cut at the same time, causing power loss in both his unit and the common area. He noted that similar conduit work was done for the common area, which cost \$1,500, while his unit's conduit cost \$5,500. Also his contractor's invoice (\$1,125). ***Both invoices were sent out to all owners prior to the meeting.***

The discussion centered around whether the association should be responsible for repairs since both units' wiring damage occurred between walls, with Eleni (107) suggesting it was coincidental that the association paid for the recreational room damage while the unit owners had to pay for their repairs. The board discussed the \$5,500 electrician bill for repairs to a unit's air conditioning condenser, with Douglas (President) suggesting they request a detailed breakdown of costs before making any decisions. Chris expressed frustration that the board had previously been aware of wiring issues but left them to handle the repairs alone, while Douglas acknowledged this oversight and committed to helping investigate the bill's legitimacy. Chris and Chrisoula (107) expressed frustration that the board did not help them negotiate a lower price. Douglas suggested reviewing the receipt and potentially working with the company to justify the cost, while Derek agreed that the HOA should cover reasonable repair costs but emphasized the need for justification.

After discussing whether the association or board should pay, the majority of the board agreed to cover the cost. All board members agreed the board should pay for the repair. The board approved a \$5,500 payment plus \$1,125 for a contractor to resolve a wiring issue, with the check to be mailed to unit 107(address here at USA 2424 NE 9th St, Apt 107). They will pick up the check once they arrive in a couple of days.

Also Nancy and Tom Jones (206) suggested sending a letter to owners emphasizing the importance of notifying the association before taking action on unit issues that could affect others. Analia agreed with that and proposed to draft it.

The board discussed a structural integrity reserve study requirement, with Tom (206) explaining that while Colonial Manor had previously provided a traditional reserve study, they now need to complete a **SIRS (Structural Integrity Reserve Study)** report to meet new state requirements. Simon proposed negotiating the \$3,600 fee down to \$1,800 since they already have a comprehensive report, and the board approved him to contact Colonial Manor to attempt this reduction. Derek agreed to handle the ATEC coordination.

The board discussed electrical wiring issues in the building, particularly focusing on exposed wires in second-floor units that were not properly protected in conduit as required by code. Nancy and Tom (206) inspected a specific closet where they found a metal box with wires running to the ground, and Ann (208) discovered a loose wire in her closet that ended without connecting to anything. The board agreed to have residents take pictures of similar wiring installations in their units and email them to the association for review, while Simon will handle the reserve study and follow up on flood insurance policies that were recently paid for but have not yet been received, and Derik will handle the Atech installations with the possible wire issues. IN LIGHT OF THIS, THE BOARD RECOGNIZED THAT THIS WAS AN ISSUE NOT JUST AFFECTING UNIT 207 BUT POSSIBLY ALL THE UNITS IN THE BUILDING AND RECONSIDERED DECISION TO HAVE 207 PAY HALF OF THE REPAIRS IN THE PREVIOUS MEETING AND IS NOW PURSUING ATECH TO FIND A SOLUTION TO THE WIRING IN ALL UNITS IN THE BUILDING ON THE 2ND AND 3RD FLOORS BEFORE PAYING THE INVOICES SENT FOR THE 107/207 FIRE WIRING JOB.

FRIENDLY REMINDERS:

**PLEASE BE KIND AND DO NOT DISPOSE ANY TRASH IF DUMPSTER IS FULL.
FOLLOW THE PROCEDURES TO DISPOSE BOXES. WE WILL KEEP
ENFORCING THIS WITH FINES IF NECESSARY.**

CLOSE UMBRELLAS AFTER YOU USE THEM (ONE UMBRELLA IS ALREADY BROKEN)

LEAVE POOL AREA BATHROOMS OPEN DURING POOL HOURS!!!!

Adjourn: 7:20 pm by Analia and Derik.