

ASSOCIATION OF APARTMENT OWNERS  
MAUI HILL  
BOARD OF DIRECTORS REGULAR MEETING  
September 17, 2018

I. Call to Order

President Dick Endean called the meeting to order at 4:05 p.m. at Maui Hill.

II. Establish Quorum

Members Present: Dick Endean, Carl Carlson, Loren Knott, Alex Cordas, CJ Law (arrived during executive session).

Maui Lea Board: Bob Jacalone, Bill Petro, Dick Endean, Loren Knott, CJ Law, Tim Ohm.

By Invitation: Frank Robar & Mike Robar, Condominium Fiscal Management Inc., Co-Plan Manager Maui Lea; Dennis Costa, General Manager; Ruth Okada, Aqua-Aston Hospitality, Inc. Managing Agent.

III. Executive Session

**MOTION #1: Loren Knott moved to go into executive session. The motion was seconded by Dick Endean and passed by unanimous consent.**

The Board went into a joint executive session with the Maui Lea Board at 4:05 p.m. Upon coming out of executive session, the regular meeting resumed at 5:49 p.m. During the executive session, the Board discussed legal and personnel matters.

The meeting was recessed at 5:49 p.m. and resumed at 11:02 a.m. on 9/19/18 at the Residence Inn Maui Wailea.

Owners Present: Maureen & Joe Neglia, Rosemary Jacalone, Madonna Petro, Judi Bendict.

IV. Approval of Agenda

**MOTION #2: CJ Law moved to approve the agenda with the addition of the following topic:**

- Service Animals
- Smoking Area

**The motion was seconded by Alex Cordas and passed by unanimous consent.**

V. Approval of Board Meeting Minutes – 4/25/18 Regular Meeting

**MOTION #3: Loren Knott moved to approve the minutes of the 4/25/18 meeting as circulated. The motion was seconded by CJ Law and passed by unanimous consent.**

VI. Treasurer's Report

Carl Carlson reported on the following.

1. Financial Review – A report was given at the annual owners meeting. There was nothing to add.
2. Delinquencies/Collections – Delinquencies remain nominal. Collections will be discussed during the executive session.
3. Ratify Limited Power of Attorney for Shannon Sheldon's Office

**MOTION #3: Loren Knott moved to ratify the approval for the limited power of attorney for Shannon Sheldon's office (McKeon Sheldon Mehling, LLC) for**

**collection matters. The motion was seconded by Carl Carlson and passed by unanimous consent.**

4. Rescind Payment Priority – Ruth Okada explained Act 195 and the elimination of payment priority.

**MOTION #4: Carl Carlson moved to rescind the following Policy Motion #6 approved at the 99/19/13 Board meeting:**

**“To approve the following policy effective 1/1/14:**

**“At any time there are unpaid legal fees, interest, late fees or miscellaneous charges on the account ledger, the next Association regular assessment payment received from the Association member will first be applied, to the extent funds are available, in the following priority: legal fees, interest, late fees, special assessments, miscellaneous charges and lastly, to regular assessments. Late fees shall be imposed against any assessment payment, which is less than the full amount owed due to the deduction of unpaid legal fees, interest, late fees or miscellaneous charges.”**

**The motion was seconded by Alex Cordas and passed by unanimous consent.**

5. Land Lease – Dick Endean reported on the following.
  - A. Status – The extension was reviewed during the annual meeting. Escrow closing is scheduled on 9/28/18 at which time the lease will be extended for 15 years.
  - B. Ratify No Survey or Title Report

**MOTION #5: Carl Carlson moved to ratify the approval that no survey or title report be done for this lease extension transaction. The motion was seconded by Loren Knott and passed by unanimous consent.**

- C. Ratify Final PSA (Purchase & Sale Agreement) – A copy the PSA was sent to the Board earlier for review and approval via email. The PSA was also reviewed by Shannon Sheldon (AOAO legal counsel).

**MOTION #6: Carl Carlson moved to ratify the PSA and authorize the execution of same. The motion was seconded by CJ Law and passed by unanimous consent.**

## VII. Standing Committee

1. Set Up of New Committee re Unit Rental Interface Program – Dick Endean explained various uses of the units at Maui Hill with a mixture of Aston’s rentals, VRBOs and Maui Lea Timeshare units. With the change in unit usage, it is recommended that a new standing committee be formed to oversee all rental units. The committee would ensure that each rental agent or owner who rents their units all abide by the rules of the AOAO. A conference call will be set up for Dick Endean, Dennis Costa, Carl Carlson, and Loren Knott to discuss establishing the committee and its responsibilities. The Committee will present their recommendations to the Board at the next meeting.

The meeting was recessed at 11:45 a.m. and resumed at 12:32 p.m.

2. Architectural Review (ARC) – CJ Law reported on the following.
  - A. Owner Renovation – There were none.

- a. Hard Surface Flooring - Establish Detailed Policy – Alex Cordas is still working on this.
- b. AC – The Committee reminded owners that larger AC units must have the ARC approval.
- c. Unit #41 – The owner has installed a smaller AC unit which does not fit the existing opening. General discussion followed on uniformity. Dennis Costa and Ruth Okada will write a letter to the owner to advise that the AC must be replaced to conform.
- d. Unit #62 – General discussion followed on their AC installation noting that the color does not match the uniform appearance of the property.
- e. AC Covers – General discussion also followed on the AC covers and the need for them to be replaced now that the stucco has been completed. Dick Endean and Dennis will walk the property and identify which AC covers need to be replaced and report back to the Board at the January meeting. This will also include unit #62.
- f. Hard Surface Flooring #36 as minimum standard.

**POLICY**

**MOTION #7:** Carl Carlson moved to approve the following policy for installation of hard surface flooring for upper floor units:

- All installations must be presented to the ARC (Architectural Review Committee) for approval prior to installation
- The installation must either meet or exceed the underlayment sound specifications that are attached and made a part of these minutes
- An encumbrance agreement (same as used for Unit #36) drafted by legal counsel must be executed and recorded at the owner's expense

The motion was seconded by Loren Knott and passed by unanimous consent.

B. Owner Renovations – There was none.

VIII. Ad Hoc Committee

1. Energy Conservation – Alex Cordas reported on the photovoltaic installation at the annual owners meeting. He noted that there were permit issues because of the backflow preventer not conforming to current codes. The Committee is reviewing the possibility of installing a photovoltaic system for the Timeshare units. If feasible, a legal opinion will also be sought.

IX. Manager's Report

Dennis Costa gave his report at the annual owners meeting.

1. Projects Status
  - A. Stucco Status & Open Issues – Completed and working on open issues.
  - B. In House Painting of Unit/Utility Doors & Electrical Structures – In the process.
  - C. Major Repairs & Replacement FYE 2019 – The following will be completed at the General Managers discretion.
    - a. Hallway Carpets - \$3,000
    - b. Irrigation Well Repairs - \$3,000
    - c. Pool Deck Repairs - \$960
    - d. Walkway Repairs - \$960
2. Approval of Capital Reserve Expenditures Roof Underlayment Replacement Phase 1 \$68,040 – To be discussed at the next meeting on whether to proceed.
3. Future Projects – To be discussed at the January meeting.
  - A. Power-Wash Pool Tiles, Repair & Replace Damaged Tiles & Re-grout
  - B. Entry Unit and Storage Door Brick Moldings – Replace with Plastic or Vinyl
  - C. Paint Walkway Landings, Pol Beams, Fascia Boards & AC Housings

- D. Upgrade Sidewalks (more efficient for housekeeping & maintenance)
- E. Install Vinyl Protective Covering for Entrance Steps to Buildings
- 4. Proposed Procedure for Usage of Pool by Group Travelers – Current House Rules state 2 guests plus current occupants. Dennis will enforce at his discretion.
- 5. Special Events at Center Courtyard & Pool – To be discussed at the January meeting.
  - A. Marketing
  - B. Recommendations to Establish Rental Rates
- 6. Cushions for Pool Chaise Lounges – This topic will be removed from agenda. Dennis will do research on a power washer that is quiet to clean the pool furniture.
- 7. Wood Stairs & Landings Trex & Other Alternative Quotes – To be discussed at the January meeting.
- 8. Spectrum Issues – This topic will be removed from the agenda. Dennis will follow up on this matter.
- 9. Telephone System (PBX) – Dick Endean reported there is no new information. To be discussed at the January meeting.
- 10. Proposal for Surveillance Cameras

**MOTION #9: CJ Law moved to approve purchase and installation of the surveillance cameras for \$8,000 for 6 cameras plus recording equipment for 7 days as a capital expense. The motion was seconded by Carl Carlson and passed by unanimous consent.**

X. Unfinished Business

- 1. Rescind Motion to Change Insurance Agents – Ruth Okada explained that the AOA will not be moving agencies.

**RESCINDED**

**MOTION #10: Loren Knott moved to rescind the following Motion #8 approved at the 4/25/18 meeting:**

**“To approve the change in insurance agents from AON to Marsh.”**

**The motion was seconded by Carl Carlson and passed by unanimous consent.**

XI. New Business

- 1. Marriott Acquisition of ILG – Ruth Okada reported on the purchase of ILG by Marriott Vacation Worldwide.
- 2. Ratify Insurance Renewals – A copy of insurance proposal was sent to the Board.

**MOTION #11: Loren Knott moved to ratify the approval of the following policies:**

- D & O 7/1/18 – 7/28/19 Extended Term; Limit \$3M; \$6,228 Annual Premium; Retention \$5,000
- Crime 7/28/18 – 7/28/19 Limit \$100,000; \$678; Retention \$250
- Property Probable Loss Analysis
- Property 7/28/18 – 7/28/19 Limit \$250M (shared); \$54,528 Annual Premium; Various Deductibles
- General Liability 7/28/18 – 7/28/19 Limit \$2M (aggregate); \$5,948 Annual Premium \$5,948
- Auto 7/28/18 – 7/28/19 \$1M BI & PD; \$700 Annual Premium
- Umbrella 7/28/18 – 7/28/19 \$10M Limit; \$5,590 Annual Premium (exp. \$5,324)

**The motion was seconded by CJ Law and passed by unanimous consent.**

3. Service Animals – Loren Knott will discuss this matter with Shannon Sheldon and report back to the Board.
4. Smoking Area – Dennis Costa will review other locations for the smoking areas and report back to the Board.

XII. Next Meeting

1. Board
  - A. 11/29/18 (Conference Call) 10:00 a.m. HST.
  - B. 1/28/19 (Joint Maui Lea Executive Session); Open Session 1/29/19 (Maui) 9:30 a.m.
  - C. 4/24/19 (Las Vegas) 9:00 a.m.
  - D. 9/26/19 (Maui – following Annual Owners Meeting)
2. Annual – 9/26/19

XIII. Executive Session

**MOTION #12: Loren Knott moved to go into executive session. The motion was seconded by Carl Carlson and passed by unanimous consent.**

The Board went into executive session at 2:45 p.m. Upon coming out of executive session, the meeting resumed at 4:05 p.m. During the executive session, the Board discussed legal matters.

XIV. New Business (cont.)

1. Compensation – General discussion followed on compensation to occupants.

**POLICY**


**MOTION #13: Alex Cordas moved to authorize Dennis Costa at his sole discretion to compensate occupants when the AOAO causes any issue which effects the occupant(s) of a unit. The motion was seconded by CJ Law and passed by unanimous consent.**

XV. Adjournment

**MOTION #14: Carl Carlson moved to adjourn the meeting. The motion was seconded by Dick Endean and passed by unanimous consent.**

The meeting was adjourned at 4:09 p.m.

Approved by:

  
\_\_\_\_\_  
Alex Cordas, Secretary  
Board of Directors

  
Ruth Okada  
Recording Secretary

Approved by the Board of Directors on 11/30/2018.

Attachments: Underlayment Sound Specifications



**WISTERIA LANE® HD (High Density) Laminate / Wood Flooring Underlayment**

You won't find a better underlayment with more sound or moisture control...Even if you pay more!

**The Wisteria Lane® HD Underlayment Difference:**

- Overcomes most sub-floor imperfections
- Waterproof (closed cell construction) No Vapor Barrier Needed
- Comes with pre attached self adhesive tape for joining at the seams
- Use over both concrete and wood sub-floors
- **Use in glue down or nail down installations as a sound and vapor barrier**
- Designed for optimal joint stability and foot comfort
- 98% Memory Retention
- Superior foot traffic sound control
- HIGHEST SOUND RATINGS AVAILABLE IN THE U.S.

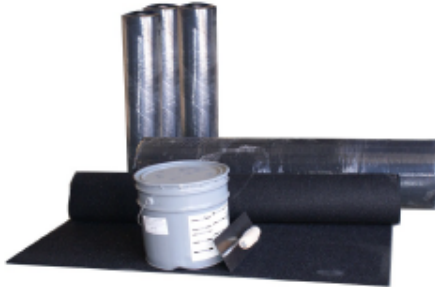
**Specifications:**

<b>IIC Rating</b>	<u>72 db</u>
<b>STC Rating</b>	<u>67 db</u>
<b>Water Resistance</b>	<u>Waterproof (Moisture cannot penetrate closed cell membrane)</u>
<b>Thickness</b>	<u>3mm</u>
<b>Roll Width</b>	<u>3 Ft. 3 6/16 inches (1.0M)</u>
<b>Sq. Ft. per Roll</b>	<u>200 Sq. Ft.</u>

**PROBASE**

**Acoustical Underlayment for  
 Floated or Glue Down  
 Engineered Hardwood**

**IMPACTA  
 REGUPOL**  
 Acoustic Rubber Underlayment



**ProBase Benefits**

- Sound reducing underlayment for floated or glue down engineered hardwood & laminate flooring
- Easy & fast to install, reduces installation time
- Excellent for lightweight wood construction, will help reduce airborne noise due to it's weight &
- Economically priced, roll size 4' x 25' & 4' x 50'
- Environmentally friendly, made from recycled tires using 92% post consumer recycled content

Impacta-Regupol ProBase floor underlayment is made from recycled rubber tires. ProBase is used under floated or glue down laminate or engineered hardwood flooring. ProBase is excellent for use in lightweight wood frame construction due to its weight & mass. ProBase is readily available in stock thickness of 3mm, 6mm and 12mm with custom thicknesses from 1mm to 17mm.

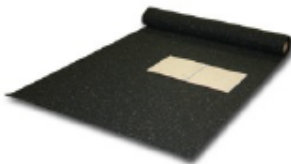
**Acoustical Testing**

92% post consumer recycled content

Model	Application	Roll Size / SF / Weight roll	IIC Wood Frame Const (floated hardwood)	Δ IIC 6" concrete slab (floated hardwood)	Δ IIC 6" concrete slab (glue down hardwood)	IIC 6" concrete slab with ceiling below (glue down hardwood)
ProBase 3mm	Perfect for concrete slab for floated or glue down hardwood	4' x 50' 200 sf roll 100 lbs roll	IIC 57	Δ IIC 21	Δ IIC 19	IIC 60
ProBase 6mm	Perfect for lightweight wood frame construction, weighs 1 lb per sq ft, helps reduce both airborne & impact noise	4' x 25' 100 sf roll 100 lbs roll	IIC 57	Δ IIC 22	N/A	N/A
ProBase 12mm	Perfect for lightweight wood frame construction, weighs 2 lb per sq ft, helps reduce both airborne & impact noise	4' x 25' 100 sf roll 200 lbs roll	IIC 57	Δ IIC 23	N/A	N/A

Other ProBase Models

**PROBASE TILE**



**PROBASE CURVE**



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