

Big Six Towers, Inc.  
60-10 Queens Boulevard  
Woodside, NY 11377

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**DATE: July 9<sup>th</sup> 2024**

**6:00 PM BOARD MEETING**

---

PRESENT:

- Thomas Haggerty
- George Zuniga
- Ernestine Williams
- Peter Nowik
- Denise Keehan-Smith
- Mary Lisanti (*Late 6:36 PM*)
- Saiful Islam (*Late 7:00 PM*)
- Melisa Zimonjic, Metro Management
- Analvi Tavarez, Metro Management

ABSENT:

- John Gillooly
  - Ali Haider
- 

The Board Meeting was called to order at 6:10 PM as an open session.

The Board Meeting began with approval of the Board Minutes

Motion to approve June 11<sup>th</sup>, 2024 Board Meeting Minutes.

- **George Zuniga moved, Peter Nowik seconded, to approve. Motion Carried. 5-4.**

Motion to approve June 18<sup>th</sup>, 2024 Special Board Meeting.

- **Ernestine Williams moved, Peter Nowik seconded, to approve. Motion Carried. 5-4.**

Denise Keehan-Smith gave the President's report.

**Apartment Downsizing-** Denise discussed HPD's downsizing options for shareholders. The Board will consider reducing the 90-day outgoing base charge for a limited time to make the process of downsizing more economical for shareholders.

**Studio/One-Bedroom Lottery** - The Board is in the process of opening the external Studio/One-bedroom lottery in the next few months. They agreed, per HDP requirements, to advertise the lottery in multiple local newspapers and set 300 applicants as the target for the new list.

**Planet Fitness Update-** A rent demand letter was sent three weeks ago requesting Planet Fitness to start construction. Planet Fitness said they will provide a construction schedule by the end of the month. The Board will consult with Sharyn from Norris McLaughlin P.A. on recommendations and if we can market the space while Planet Fitness provides the construction schedule.

*Mary Lisanti arrived at 6.36 PM.*

The Board Meeting continued to a Q&A portion of the meeting at 6:41 PM

The Board Meeting was called to order at 6:49 PM as a closed session.

Denise Keehan-Smith informed the Board she will be hosting a tentative Info Meeting on 7/24/2024 at 7:00 PM.

Melisa Zimonjic proceeded to give a General Manager's Report.

**Crecer, Inc. Request for 10-year term** – Melisa informed the Board about a request from Crecer regarding a 10-year lease term. The Board rejected the request for a 10-year lease term and decided to stay with the 5-year lease term previously approved.

Motion to allow Crecer, Inc. to keep the 5-year lease term and reject the 10-year lease term and to keep fair market value option to extend

- **Ernestine Williams moved, Peter Nowik seconded, to approve. Motion carried.**  
**6-3.**

*Saiful Islam arrived at 7:00 PM*

**Flagstar Bank-** Melisa informed the Board the lease extension and commission agreement, without language stating that no commission will be paid on future lease extensions, are ready to be signed. The Board agreed to move forward.

**DEP Questions discussion (LL38)-** Melisa informed the Board that Big Six Towers needs to comply with LL38 by January 1st, 2025. BST received comments from the NYC Department of Environmental Protection (DEP) on BST's requests to be granted a variance to LL38 compliance. A response addressing the DEP's comments/questions will be drafted by Management, our engineering contractor, attorney and environmental consultant and submitted to the DEP by the July 29, 2024, due date.

**IPNA Urgency Schedule-** Melisa informed the board that the Integrated Physical Needs Assessment (IPNA) has been updated and completed by Lawless and Mangione – Architects & Engineers LLP. Faisal Taha from Lawless and Mangione provided a list showing the most critical short-term tasks that need to be completed by BST within 1 to 5 years, as well as long-term projects to be executed within 6 to 20 years. An updated IPNA is required by HDC as part of the loan request process.

Denise Keehan-Smith mentioned that Nimesh Shah from Superstructure discovered some discrepancies with the building owner's information on file with the Department of Buildings (DOB) when he attempted to file his reports. Denise requested Melisa arrange a call with Nimesh Shah and Michael Reilly to understand what steps are needed to resolve all facade violations and comply with LL 11 requirements.

The Board continued with a Laundry Committee Report given by George Zuniga.

ACES Laundry Agreement and Michael T. Reilly's Comments - George informed the Board that BST attorney, Michael Reilly, has reviewed the ACES proposed contract and provided comments and suggestions. George Zuniga recommends giving Michael Reilly authority to negotiate in the best interest of BST the contract Terms and Conditions with ACES. Final contract to be voted on by the Board.

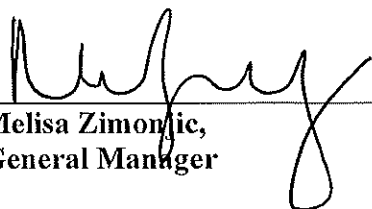
Motion to allow Michael Reilly to negotiate with ACES and incorporate Michael Reilly's recommendations in ACES contract/lease.

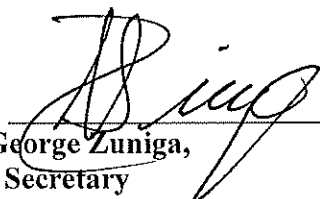
- **George Zuniga moved, Peter Nowik seconded, to approve. Motion carried.**  
7-2.

During the board meeting, there was a discussion about the option for a Mortgage Forbearance Request. Denise Keehan-Smith stated that Michael Reilly recommends Big Six Towers do a 3-month mortgage forbearance with a repayment plan of 12 months. The 3-month forbearance will provide Big Six Towers with available cash to pay down bills. Michael Reilly also recommends that the board try to change the 12-month repayment plan to start after Big Six Towers gets approved for a new loan and to see if HPD can provide some grants. The board will review and consider all available options.

Melisa informed the Board that HPD will be hosting two Section 8 Workshops on 7/18/2024 and 7/20/2024.

*The Board meeting adjourned at 7:58 PM.*

  
\_\_\_\_\_  
Melisa Zimonjic,  
General Manager

  
\_\_\_\_\_  
George Zuniga,  
Secretary