

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

## MINUTES OF THE BOARD OF DIRECTORS MEETING

DATE: May 14<sup>th</sup>, 2024

6:00 PM BOARD MEETING

---

### PRESENT:

- Thomas Haggerty
- George Zuniga
- Ali Haider
- Ernestine Williams
- Peter Nowik (*Late 6:05 PM*)
- Denise Keehan-Smith
- Mary Lisanti
- John Gillooly
- Melisa Zimonjic, Metro Management
- Analvi Tavarez, Metro Management

### ABSENT:

- Saiful Islam

### GUEST:

- Michael Olech, Power Plant Manager
- 

The Board Meeting was called to order at 6:03PM as an open session.

The Board Meeting began with approval of the following minutes:

Motion to accept the April 9<sup>th</sup>, 2024 Board Meeting Minutes.

- **Ali Haider moved, George Zuniga Seconded, to approve. Motion carried.**  
**5-2-2. Mary Lisanti and John Gillooly abstained from voting as they were not present for the April 9<sup>th</sup>, 2024 Board Meeting. Peter Nowik and Saiful could not vote as they were absent for this part of the Board Meeting.**

Motion to accept the April 23<sup>rd</sup>, 2024 Special Meeting.

- **John Gillooly moved, Mary Lisanti Seconded, to approve. Motion Carried. 7-2.**  
**Peter Nowik and Saiful could not vote as they were absent for this part of the Board Meeting.**

Power Plant Manager, Michael Olech joined the first portion of the Board Meeting to discuss the proposals that were received for the summer time rental generator that is going to be needed. Mike informed the Board that Engine 6 has been experiencing ongoing issues, and during the last test that was ran on the generator, pieces inside the generator broke apart. Mike expressed concern about entering the summer months without a backup generator on site because we cannot count on Engine 6 due to its continuous problems. Mike suggested that the Board interview each vendor before a decision is to be made regarding the rental generator. The Board agreed.

General Manager, Melisa Zimonjic, will arrange Zoom calls with each vendor, Mike will also prepare a general questionnaire for the Board to ask each vendor. A Special Meeting will be held and a decision on the rental generator will be made by the end of the month.

A President's report was given by Denise Keehan-Smith. Denise informed the Board that the maintenance increase commissioners order was received on May 14th, 2024. The 10% increase will take effect on July 1, 2024. Denise expressed her disappointment with the start date of the increase, as she was hoping it would have begun June 1, 2024, considering the numerous bills needed to be paid. Additionally, Denise mentioned the need for an extension on the current utility pass-through. Denise stated that the Board would need to apply for a new utility pass-through with HPD and the accountants would be involved with preparing the assessment to HPD. Furthermore, Denise would like to express her gratitude to everyone who attended the Informational Meeting held on May 11th, 2024. Denise further expressed her gratitude to her fellow Board members Ali Haider, Peter Nowik, George Zuniga, and Ernestine Williams for their attendance. Denise informed the Board and the attendees that she is unable to commit to holding an Informational Meeting every month, but she can organize it on a quarterly basis.

The Board Meeting continued to a Q&A portion of the meeting at 6:40PM.

The Board Meeting was called to order as a closed session at 6:41PM.

A Treasurer's report was given by Ms. Ernestine Williams. Ms. Williams briefed the Board on her findings from her weekly bill signing and has advised the Board that Big Six Towers pays NORC a monthly monetary contribution. Ms. Williams advised the Board that paying NORC on a monthly basis for contributions is something the Board might want to reconsider; Ms. Williams suggests that because Big Six Towers provides NORC with four office spaces at no monthly charge, in return for that the monthly contributions can be discontinued. Further discussion was tabled and requested that Management try and locate the original agreement that was put into place with Big Six Towers and NORC.

Melisa Zimonjic presented a General Manager's report to the Board. It was requested that Melisa get a few different proposals for exterminating companies as well as landscaping companies. It's been noted that the current exterminating company is charging an expensive amount for services monthly. Melisa did indicate to the Board that the current exterminating company is great and is very liked by residents. The Board reviewed the numerous proposals received for exterminating and landscaping. Melisa advised the Board that before a decision is to be made to change the exterminating company, she will reach out to Colony Pest Management and negotiate the current contract. It was decided that in terms of the landscaping services, Big Six Towers will remain with the current company, Fiorini. Melisa informed the Board about the upcoming initial parking garage inspection for Local Law 126, that is due August 1, 2024. Melisa provided the Board with the following Engineering proposals received by, Howard L. Zimmerman, RAND Engineering and Thornton Tomasetti. The following motion was made.

Motion to move forward with Howard L. Zimmerman Architects and Engineers proposal to conduct the initial parking garage inspection for Local Law 126 that is due August 1, 2024.

- **George Zuniga moved, John Gillooly seconded, to approve. Motion Carried 7-1-1.**  
**Thomas Haggerty was not in approval. Saiful Islam could not vote as he was absent from this Board Meeting.**

General Manager, Melisa Zimonjic advised the Board that Susan O' Neil from HDC "Housing Development Corporation" requests that Big Six Towers have an updated IPNA completed. A previous IPNA was done by Lawless + Mangione Architects and Engineers. Melisa provided the Board with the engineering companies updated proposal. HDC allowed Big Six Towers to use Lawless + Mangione to update the IPNA and to pay for this Integrated Physical Needs Assessment report from the reserve fund. An IPNA is crucial to have to ensure that all of the property's needs are documented.

Motion to move forward with an updated version of the IPNA “Integrated Physical Needs Assessment” with Lawless + Mangione Architects and Engineers.

- **John Gillooly moved, Ali Haider Seconded, to approve. Motion Carried 8-1.**  
**Saiful Islam could not vote as he was absent from this Board Meeting.**

The Board Meeting continued with discussion about Planet Fitness. The Board has finally heard back from Planet Fitness and they are offering to begin construction in the space on August 1, 2024 with the gym opening up by January 2025. In addition, Planet Fitness is offering to continue to pay ½ rent until opening for business and upon opening begin paying the arrears back over the course of the lease term. The Board did not like the idea of Planet Fitness paying the arrears back over the course of the 10 year lease term.

Motion to accept the construction schedule for Planet Fitness and to request that Planet Fitness repay the arrears owed over the course of 2 years only.

- **Peter Nowik moved, Ali Haider Seconded, to approve. Motion Carried 8-1.**  
**Saiful could not vote as he was absent from this Board Meeting.**

NOTE AFTER THE BOARD MEETING:


*\*\*Melisa Zimonjic communicated with Sharyn Tritto from Norris McLaughlin the Boards motion that was noted above and Sharyn has advised Melisa that the original request from the prior Board was to allow Planet Fitness after one year (month 13) of Planet Fitness being in business to begin paying back the owed arrears in equal monthly installments over the balance of their then remaining lease term, in addition to the balance of the current lease term. This original request was presented to Planet Fitness. The offer from Planet Fitness noted above tentatively agrees with the prior Boards original request and in fact is agreeing to begin paying the arrears back upon opening as opposed to paying the arrears back month 13. Sharyn was advised to move forward with Planet Fitness’s offer mentioned above. \*\**

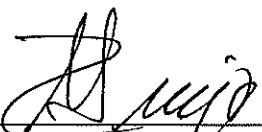
Melisa Zimonjic updated the Board regarding the Shopping Center part time lower-level parking. A memo was posted in all common areas of the buildings requesting feedback from residents regarding this. Melisa Zimonjic advised the Board that Management received feedback from only one interested resident. Mary Lisanti advised all that maybe it would be better if the time frame is changed. The original time frame was to allow part time parking from 10pm to 7am.

Motion to propose a new time frame for part time parking in the lower level of the Shopping Center. The new proposed time is from 9pm to 9am.

- **Mary Lisanti moved, John Gillooly seconded, to approve. Motion carried 8-1**  
**Saiful could not vote as he was absent from this Board Meeting.**

*The Board meeting adjourned at 8:23pm.*

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

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

