

RIVER EDGE HOMEOWNERS ASSOCIATION, Inc.
BOARD OF DIRECTORS MEETING
MINUTES – 264 Niagara Shore Drive
11/17/2025

PRESENT

Board Members: Anne Duggan, Jerry Hathaway, Bill Strassburg
Management: Joe Urbanczyk
Special Attendee: Mary Lyons (Unit #4)

Call to order: President Jerry Hathaway called the regular Board meeting to order 12:01 p.m.

AGENDA

Jerry made a motion to approve today's agenda. Anne seconded. All in favor.

SPECIAL ATTENDEE

Ms. Lyons wished to address a few issues, the first being the accumulation of leaves on the side of her unit near the bike path. The Board indicated that the landscapers do not do leaf removal/fall cleanup until the vast majority of leaves have fallen. This year, the foliage drop has been later than usual but will be taking place this week (11/17/25). Additionally, Ms. Lyons was concerned about some exposed wires in the light post located on the side property adjacent to her unit. She said that she had taped the section of the post so as to keep the wires secured. Bill Said that he would contact the City about this issue. Finally, Ms. Lyons again voiced her concern about the issue of icicles forming on her porch overhang and on the side of her garage, and ice buildup on her porch steps and sidewalk. She noted that she had not had any issue until last winter. The Board explained that the roofer stated that the issue was a combination of plugged areas in the gutter (which have been cleared earlier this year) and the architectural design of the roof. Joe will have Lance go out again and check the flow of water in the gutters and report back. Until such time as the roofs/gutters are replaced and an alternate solution investigated, it may be necessary for the unit owner to contact Joe as soon as there is any issue so that the affected areas can be cleared. Ms. Lyons left the meeting after her concerns were heard.

ACTION ITEMS: Contact City re light post

RESPONSIBILITY: Bill

ACTION ITEMS: Send Lance to Unit #4 to inspect gutter areas

RESPONSIBILITY: Joe

MINUTES

The minutes from the 10/20/25 Board Meeting were reviewed. A motion to approve the minutes was made by Bill, seconded by Jerry. All in favor.

FINANCIALS

Due to an error on the Balance Sheet, review and approval is tabled until a revised Balance Sheet can be provided. This will be done as soon as possible. Jerry also indicated he would go to Northwest to renew the second CD, due 11/24/25.

ACTION ITEMS: renew Northwest CD

RESPONSIBILITY: Jerry

ACTION ITEMS: Have Balance Sheet corrected and reissued to the Board for review and approval asap

RESPONSIBILITY: Joe

ADMINISTRATIVE AND LEGAL UPDATES

1. Board Reorganization – There will be no changes to the Board positions, per October elections and discussion by the Board.
2. Fairwood merger with Towne Housing Inc. – Fairwood has reported to the Board that Towne Housing Inc., a local real estate firm, will be entering into either a merger with the Galbo Group (including Fairwood), or acquiring Fairwood from the Galbo Group. This is scheduled to take place by 12/01/2025. The previously discussed concerns over Fairwood's performance with the management of River Edge resulted in a 90-day period of review, as well as assessment of potential management company replacement. That period began on 10/01/25. Given the recent developments and its potential implications, the 90-day period is now fluid, and the Board will re-assess the issue after the first of the year. The Board has asked to meet with the President of Towne Housing Inc at or before our December meeting.
3. Unit 48 drain issue – Work has been completed.
4. Tree/Shrub trimming – will now take place in the Spring

ACTION ITEMS: proceed with AJ's in the Spring

RESPONSIBILITY: JOE

5. Overlook Project – work proceeding on schedule to the best of our knowledge; no update.

ACTION ITEMS: NONE

RESPONSIBILITY:

6. Website: website up- to -date

ACTION ITEMS: NONE

RESPONSIBILITY:

7. Awnings – notification of replacement letters sent out week of 10/13/25. Only two have submitted architectural requests, indicating replacement will occur. Joe will follow up with the remainder. #228 submitted a Kohler replacement; Joe to follow up with Kohler to ensure it is the correct color.

ACTION ITEMS: follow up with unit owners to ensure delivery of notice; contact Kohler re #228 color

RESPONSIBILITY: Joe

8. Unit 20, 16 and 28 pointing work – to be performed week of 11/17/25 (Galbo)
9. Letter from #228 re dogs – our attorney will be contacted re how we can proceed with issue of multiple dogs in unit.

ACTION ITEMS: contact attorney

RESPONSIBILITY: Joe

10. Delinquent tax reimbursement – no update on reimbursement by Galbo to River Edge for delinquency charges on late payment of vacant property tax.

ACTION ITEMS: Follow up on reimbursement

RESPONSIBILITY: Joe

11. Snow stakes – as of this meeting, the snow stakes have not been placed. Joe will follow up with SJD

ACTION ITEMS: contact SJD re snow stakes

RESPONSIBILITY: Joe

MAINTENANCE

Landscape/Snow Discussion – see above

ACTION ITEMS: NONE

RESPONSIBILITY:

Lawn Spraying – see above.

COMMUNICATIONS

Two reminders:

- The Board asked Joe to be more consistent with timely responses and follow-up on resident requests/inquiries. In 2023, a 72-hour response time window was set, and this is not always followed.
- Joe U. must cc HOA Board members on all written or electronic communications issued on behalf of the HOA.

The next Board meeting will be held on 12/08/25 at 2:00 p.m. at 28 Niagara Shore Drive.

There being no further business, Anne made a motion to adjourn the Board meeting at 1:30 p.m. Jerry seconded. All in favor.

Respectfully submitted,

Anne Duggan
Board Secretary

Responsibility key:

Joe
Jerry
Bill
Anne