

Minutes of Meeting of 'Board of Managers'

Held at B-1 Hall, Club Urbana

on 26th October, 2025

1. The meeting started at 10:45 against the schedule time of 10:30 due to lack of quorum initially
2. The meeting was called to order and President thanked the Board members present for attending the meeting and requested them to join for the National Anthem
3. **Leave of Absence** was granted to: Smt. Debjani Mukherjee, S/Shri Shyam Sonika, Susanta Mallick, Syed Imam, Rajiv Ganeriwal
4. The **minutes of the previous BoM meeting held on 21st September, 2025 were confirmed** and approved by the members present
5. **President in his initial remarks** to the House stated as follows:
 - a. He apprised the house about the discussions on **'Take-Over' held on 25th September with S/Shri RS Goenka, Rahul Todi, Prakash Bachawat and RK Agrawal**. He informed the house about the macro aspects of the discussions held and that a 'draft-minutes' were prepared and sent to BNRI. Confirmation of the same is awaited and is being followed-up constantly

Upon receipt of the same, it will be placed before the UAAO Board for a discussion and finalisation at their end before calling for an SGM for the same.

- b. He informed the House that the **'Attendance-Summary'** has been posted on the UAAO Notice-Board and the website. He also expressed his disappointment with those members whose attendance record is very poor and no corrective action has yet been taken by them, especially when their contribution to their respective Committees is also very poor or Nil.
- c. He informed the house that the **'Amphan-Committee'** has requested for further time in the continuous absence of one of the members and the House agreed to grant extension of time till the next meeting
- d. He circulated the **Water Consumption Report**, as received from UFM
- e. He circulated the **pending CAM report**, as received from UFM

- f. On behalf of the UAAO and the residents he Congratulated the **UCSF, 'Deep-Utsav' Committee and the 'Rangoli' Committee** for excellent arrangements in their respective programs which have been appreciated by the Urbana Community at large. He particularly commended the quick cleaning-up of the Central Lawn after the event, which was appreciated by all.
 - g. He once again requested the Convenors of the Committees to allocate specific tasks in their respective Committees and to display their names on the website and 'Notice-Board' for information of residents.
6. **Shri Harish Kabra, Treasurer and Convenor-Finance Committee** further updated the Board on the following issues relating to take-over update as follows:
- a. Freezing of Tower CAM account up to 31st March 2025
 - b. Transfer of Deposits of Apartment Owners (Tower 1-7) to UAAO
 - c. Fixation of Allocation Ratio in respect of Common Maintenance expenses post 1st April, 2025
 - d. The President expressed regret at the functioning of the UFM wrt clearing of pending bills where no methodical system was being followed and it was on a random basis with no transparency or accountability
7. **Shri Uday Mukhopadhyay, Convenor-Technical Committee** presented the updates on the following subjects:
- a. Gas new Pipeline project – he informed that the tenders submitted have been examined by the Consultant-Firecon and that the final decision will be taken in the meeting to be held on 3rd November.
- It is expected that the 'Work-Order' will be issued soon after and that the work is likely to commence thereafter in the first week of December. The completion of the entire work across the seven towers will take six months from commencement.
- b. Gas-Pipeline – he informed that the existing pipelines condition is monitored regularly and necessary action is being taken where required
 - c. Water-pipelines, especially in Towers 2/3 have been examined and he confirmed that the Pipelines will be replaced by BNRI
 - d. President expressed disappointment over the manner in which there were frequent power-cuts especially in Towers 2, 5 and 6 and that too on a Deepawali festival during Puja timings. In addition. the automatic change-over to the DG set

did not happen immediately. Further the response time from UFM was unsatisfactory

Convenor informed the house that the list of faulty Electricity change-over switches across all towers has been prepared and that the same will be circulated soon tower-wise by UFM and that the residents will have to change them at their own cost

President once again observed with regret that most of the members of the 'Technical-Committee' have not attended a single meeting in the last 20 months and have had no contribution to the functioning of this very important Committee.

President requested the Convenor to allocate each of the important 'verticals' of this Committee-domain to the members and make them responsible for follow-up with UFM and disseminate updates to the Board and the Notice-Board. This will be important more-so when the 'take-over' by UAAO happens and that accountability and response to the residents would have to be maintained.

8. **Shri Tarun Basu, Convenor - Procurement Committee** requested the House to accept his resignation as Convenor of the Procurement Committee and that he would be happy to provide his services as a member of the said Committee. President requested him to continue at least for a few months in view of the imminent take-over. However, Mr. Basu insisted in view of his busy schedule on account of his roles as President UCSF and President-Lion's Club.

Procurement Committee members were invited to take-over. Shri Kalpajeet Basu Mallick's name was proposed by Shri Basu and the house accepted the same.

9. The **Medical Committee** agenda was taken up and the following decisions taken:
 - a. **Ambulance** – the agreement/MOU for the Manipal Hospital Mars Ambulance Service to be stationed at Urbana with services to be provided to Urbana residents as also outside Urbana, as recommended by the Medical-Committee and as approved by the Board is awaited from the legal wing of BNRI.
 - b. **Draft Agreement** and draft NOC from the Service-Provider for the Medical Room is awaited.
10. The **Security Committee** agenda, as recommended by the Security Committee, was taken up by Shri Kalpajeet Basu Mallick and after detailed deliberations the following were approved/decided:

- a. In the interest a 'Work Permit/ID cards to be made mandatory at a cost Rs. 99/-, which will be an integration of QR enabled Smart Card with scope of RFID and Multiple Tower Checking
- b. Proposal of UFM to install Six Boom Barriers was to be examined in light of the upgradation proposal of BNRI
- c. Complete digital Drive for Visitors as well as Tenancy for fastest reference
- d. Communication on Security-related issues with UFM will only be in writing
- e. To ensure complete Digital Maintenance of all Tenancy files
- f. Any proposal approved by the Board would be implemented after duly informing the entire Urbana Community well in advance

11. Shri Tarun Basu, President UCSF, informed the house about:

- a. the precautionary steps being taken for all UCSF events and also mentioned about the proposal for a long-term solution near the Puja Mondal and which was appreciated and accepted by all. This will ensure that the issue of 'damaged Blade Grass cover' near Puja Mandap will not arise again.
- b. He also mentioned the entire sequence of events leading to the postponement of Diwali celebrations from 19th to 20th October, 2025 and which caused tremendous stress and financial loss to the UCSF and Deep-Utsav organisers and which could have been avoided.

12. Miscellaneous Points:

- a. Members expressed anguish over the behaviour and attitude of a particular 'Decorator/Vendor' given space in the 'basement' for the last few years. He has also allegedly misbehaved with UCSF organisers of events and with a few residents also.

After detailed deliberations it was decided:

- i. that no vendor would be allowed to keep any of their material/equipment in the basement or anywhere in the complex on a regular basis
 - ii. All vendors would follow the entry-exit rules and procedures as applicable without any deviation
 - iii. Security Committee would be the appropriate Committee to address and decide upon these issues in future in the larger interest of Urbana
- b. The 'Drain cover near Choupal area' needs immediate replacement and repair and the Technical Committee was advised to look into it on priority.

13. The meeting ended with a 'Vote of Thanks' and good wishes for the ensuing UCSF events.