

**Minutes of Meeting of 'Board of Managers'**  
**Held at B-1 Hall, Club Urbana**  
**on 21<sup>st</sup> September, 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, Harish Sekhsaria and Surajit Maity
4. The **minutes of the previous BoM meeting held on 17<sup>th</sup> August, 2025 were confirmed** and approved by the members present
5. Shri Prabir Paul, Convenor-Security Committee apprised the House about the **recent construction of a large Gate-structure** and additional six smaller structures by a resident of Tower-5, despite a written instruction in the 'Negative' given by the President to GM-UFM. After an hour-long and stormy discussions in the matter including personal explanations given by the GM-UFM at the meeting and the role of various people involved, it was decided that the Board members would go to Tower-5 after the Board meeting and to request the resident to remove the structure/s failing which UFM would take all necessary steps to remove it.

It was also mentioned by a few members and subsequently adopted by the House that once a decision is taken and conveyed to UFM no further discussions to the contrary should be taken up individually by any member.

6. **President in his initial remarks** to the House stated as follows:
  - I. He apprised the house about the meeting on the on-going discussions on '**Take-Over' held on 11<sup>th</sup> September with Shri Rahul Todi and Shri Prakash Bachawat.** He informed that the next meeting would be held on the 23<sup>rd</sup> September after they have had further discussions with the UVAAO and also internally in their MC meeting in BNRI
  - II. He took up on priority the '**Residents Petition'** received on 8th September and the discussions held in the related meeting on Sunday, 7th September

The House discussed the petition at length and it was vehemently conveyed and decided by the Board that we adhere to the deadline of 31<sup>st</sup> October, 2025, as was also discussed in earlier Board meetings

- III. He requested and advised the Board members to ensure that the **communication language** used by the members of the UAAO Board, whether in official communication with UFM authorities or within their own Committees and whether in a formal letter or over the whatsapp messages (text and verbal) is in a proper format and is necessarily civil in nature and to avoid any sarcasm, malice and insult in any way. He also advised to use polite, courteous, yet firm language in all official correspondence and whatsapp messages with any colleague or any official authority

This will ensure that issues are taken up with a problem-solving approach and efforts are to be made by all that discussions do not escalate to unnecessary levels

- IV. He informed the house that any allegations on corruption issues which require **vigilance action** would be taken up with all the seriousness that it deserves. Complainants (Board Managers and UAAO members) are advised to submit corroborative or documentary evidence along with any future complaints. It was also ensured that once a formal mail is received with specific allegations and evidence, the same would be addressed expeditiously.
- V. He raised a query with respect to a fall-out of the **recent drinking incident** at a party at the Club and the members clearly stated that no instruction has been issued for placing of 'bouncers' or an ambulance for any future parties at the Club.
- VI. He requested the Medical-Committee to form a sub-group within the Medical Committee on the very **important issue of Mental-Health**, especially since professional expertise on the subject is available in the Committee. He also advised to disseminate information, conduct work-shops (even if virtual), propose help-lines etc, as feasible and as desired
- VII. He informed the House that the **'Attendance-Summary'** has been shared and placed before the Board and members may cross-check with the attendance-sheets available in the UAAO office for any corrections. It will thereafter be placed in the UAAO Notice-Board and the website.

He observed unambiguously that those members who have less than 40% attendance and those members who do not attend their committee meetings should introspect and make amends in the balance tenure of this Board. Clearly, they have not lived up to the expectations of the UAAO members who have elected them and the trust that they have reposed in them

- VIII. He praised the members who have taken **special efforts to reduce the 'CAM-Defaults' as also to ensure proper records and documentation of 'Tenancy-agreements'**. He informed that the same yard-stick is to be applied to tenants who have not furnished their valid lease agreements as is being done for CAM defaulters.

It is understood that the 'Tenancy-Agreements will be completed 100% in a short-duration and that subsequently steps would be taken to **digitise the records**

- IX. He praised the **efforts of the 'Medical-Committee'** and mentioned that the Medical Room looks good and professional. He also commended their recent initiative of allotting specific responsibilities to each member of the Committee and thereby making the Committee perform in an inclusive and comprehensive manner
- X. 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 October meeting
- XI. He circulated the **Water Consumption Report**, as received from UFM
- XII. He circulated the **pending CAM report**, as received from UFM
- XIII. The suggestion received from Shri Pradeep Bhatia to take up at the earliest with the Election Commissions' office to set up an **'Election-Booth' inside the 'Urbana-premise'** was taken up. Since views were divided on the subject, it was decided to deliberate on the subject within a 'small-group' of Board members and to submit their proposal before the next Board-meeting.

7. **Shri Harish Kabra, Treasurer and Convenor-Finance Committee** 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 1<sup>st</sup> April, 2025
- d. On a specific query from the President, he informed the House that GST returns against the UAAO account was being filed regularly
- e. President requested the Committee to place before the House the external 'Opinion' on GST applicability on CAM below Rs. 7,500/-, as was decided in the Board meeting on 27<sup>th</sup> April, 2025

8. **Shri Uday Mukhopadhyay, Convenor-Technical Committee** presented the updates on the following subjects:

- i. Gas Pipeline – new pipeline project
- ii. Gas-Pipeline – existing pipelines condition
- iii. Water-pipelines, especially in Towers - 2 and 3
- iv. EV Charger
- v. Roads

President observed with dismay that most of the members of the 'Technical-Committee' have not attended a single meeting in the last 18 months and have had no contribution to the functioning of this very important Committee. Ironically, some of them even voice their criticism of the functioning of their own 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

9. The AMC of the Mitsubishi lifts as proposed by **the Procurement Committee** and approved by the Board in the last meeting was taken up and the action taken by them subsequently was noted and confirmed.

10. The **Medical Committee** agenda was taken up and the following decisions taken:

- I. Ambulance – 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 was approved by the Board
- II. It was also decided that the MOU on the Ambulance proposal was to be discussed internally by the Medical Committee, approved and to be signed after which they will inaugurate and start stationing their ambulance-service here in Urbana
- III. Draft Agreement and draft NOC from the Service-Provider for the Medical Room has been received and posted on the group as informed by Convenor-Medical

Committee. Members may go through them and offer their comments, after which the same would be approved by the Board

11. **Shri Vikram Saha, Convenor - Pet Committee** updated the House on the following issues:

- a. Stress on vaccination and sterilisation of the community dogs in Urbana - the Committee requested for an approval of around Rs 30,000 towards vaccination and sterilisation costs of the dogs, which was agreed to
- b. Post the meeting with NGO 'Chaya', the Pets Committee went on to identify possible feeding zones - the Committee went on a visit scouting for an area and shortlisted three such areas. The same were highlighted to the 'Ashari' persons who come daily to feed the community dogs. As dogs tend to be territorial in nature, there was a need to identify a couple of more feeding zones in order to cover most of Urbana
- c. Update on Collars: To prevent further intrusion, collars are a must to identify the community dogs. Many collars seemed to have disappeared - removed or possibly stolen. Putting on collars may soon become an ongoing task.

The '**Residents Petition**' received from the residents on 19<sup>th</sup> September 2025 in respect of the 'Hit-and-run' case outside tower 4, for which an FIR has been filed, was presented before the Board and important discussions on the same were held. Several viewpoints and counter-viewpoints emerged and after detailed discussions, it was decided that the:

- I. The Pet Committee would facilitate a discussion between the 'resident-petitioners' and the resident who caused the accident as the latter has been wanting to reach out to extend an apology.
- II. Pet-Committee would discuss internally on steps to be taken for preventing any future incidents of this nature.
- III. UAAO Board would soon decide on penalties to be imposed on 'rash-drivers'.

12. The **Security Committee** agenda could not be taken up due to paucity of time and would be taken up as the first agenda point in the next meeting

The meeting ended with a 'Vote of Thanks' and good wishes for the 'Durga Pujo' celebrations.