

WESTBURY CONDOMINIUMS ASSOCIATION, INC

BOARD OF DIRECTORS MEETING

July 24, 2013

MINUTES

Attending: Martin Levitz, Ilona Levitz, Jennifer Smith-Hornkil, Theodore Calabrese

Not in Attendance: Daniel Rosow

Also Attending: Joyce Falkin, Patricia Brulotte, Patrick Miller, Josephine Magnan, Allen Comrie, Diane Shimoda-Peterson, Betsy McCarthy, Ching Shen, Elaine Baine, Kathleen Sibley and Lois Menold

The meeting was called to order at 7:02 P.M. by Martin Levitz.

Approval of Minutes: The Minutes of the June 19, 2013 Board meeting were tabled.

Committee Reports:

Ad Hoc Committee: On July 11, 2013, the Ad Hoc Committee selected Sheri Rowley Gold from Advent Design out of West Hartford, CT as Westbury's Design Consultant for the hallway renovations.

The Ad Hoc Committee has stated that it is appropriate to have a separate meeting as to the financials when negotiating the contract.

Bylaw Committee: Was not present at the time.

Finance Committee: A. Comrie discussed the parking rental agreement and the compliance agreement. It was stated that homeowners or tenants may rent a parking spot as long as there is a need for it. L. Menold brought up and it was also discussed that there is a need to increase of \$5.00 per month to rent a parking space, there hasn't been an increase in several years. The Board will discuss at the August meeting.

Manager's Report: B. Milano reported that he has an updated list from Venora in regards to the units who have had their breakers updated and the 9 remaining units that Brian has sent notices out to.

The Board has met with a new contractor for HVAC services, the company name is Solvit. The package deal offered to Westbury is \$200 per unit per year for labor only. Solvit services electrical, plumbing, AC and heating issues. Once a motor in an AC unit is replaced by Solvit, it will have a lifetime warranty.

The Board also discussed that they will be switching to Goodman units which have American made components, this will make for quicker delivery of parts when needed.

B. Milano reported that the garage roof project was completed in 2 days by LGK.

The engineer informed B. Milano that the roof of building 30 would need to have the existing scupper lowered and possibly add additional scuppers to prevent water pool on the roof.

Luis installed a temporary chain link fence up to keep people off of the grass, the fence will be removed in the late fall.

M. Levitz reported that Joseph Merritt has made copies of the floor plans of Westbury and there are enough copies to supply the various vendors.

B. Milano will meet with Stanley and the Fire Marshal next week to go over the updating of the fire alarm system. They will also need to go over the renovation plans of the hallways.

B. Milano to shop for best phone line vendor for the fire alarm lines.

B. Milano will look into quotes to replace the basement windows and painting of the doors and some new hardware, where needed, on the garage doors.

I. Levitz noticed a water leak in the front entrance of building 869. B. Milano will inspect and find the source of the problem.

Financial Report: The Board reviewed the June budget created by A. Comrie, who broke down the budget report and state that Westbury has stayed under budget for the month of June.

The Board of Directors discussed the current insurance policy and has determined that the current insurance rate that Westbury currently has is lower than most other condominium properties. Westbury has a better rate because of the fact that the buildings are fire proof and they comply with all of the insurance companies' standards.

There were no questions on the financials.

Old Business: The Garage Roofs of 69 – 87 are completed.

M. Levitz has informed the owners of the lock boxes where they needed to be relocated.

The Board discussed the new trees and shrubs and that they look like they are taking to water well and look healthy. It was noted that one of the new trees, building 20, the second one in, may have a gouge.

The elevator updates are complete; there was a leaking piston in 869 which needs to be monitored.

New Business: The Board discussed the importance of the homeowners notifying the Board or the Imagineers office when they will be having a tenant move in or move out. This is to prevent the front entrance being used to move furniture in and to prevent old furniture being dumped in the dumpster. Homeowners and tenants need to contact the town of West Hartford to schedule special pick up for furniture items. The Board discussed fines being charged to units that have used the elevator to move furniture or have created any damage to the common areas.

Open Forum:

- Question – What is the policy for moving out or in using the front doors?  
A: Only the back doors may be used moving furniture in and out. Homeowners should notify management when they expect to be moving so the parking spaces can be cleared between the garages for better access.
- Question - What if the tenants don't know the move in or out rules?  
A: M. Levitz – The homeowner is responsible of notifying their tenants of the Association's rules, they should supply their tenant with the rules and regulations.
- Question – While renovations are in progress homeowner requested there be a handicap ramp installed in the front of the building?  
A: M. Levitz – Westbury is not a handicapped building and the cost to install a ramp is very costly and not in the budget. M. Levitz will look into other alternatives.
- Question – B. Would like to know if any of the committees need any help. He has offered to volunteer.
- Question – Can there be one place in each building where the minutes can be posted.  
A: Tabled

The Board agreed to set the next meeting date for August 21, 2013 at 7:00 P.M.

A motion was made by T. Calabrese, seconded by J. Smith - Hornkil and passed to adjourn this meeting at 8:11 P.M.