

Minutes of the Westbury Board of Directors Meeting September 16, 2014

Board President Martin Levitz opened the meeting at 7:05 PM. Board members Ted Calabrese, Joyce Falkin, Ilona Levitz and Alan Schectman were present, as were Finance Director Alan Comrie and Property Manager Brian Milano. Nine unit owners were present.

The minutes of the August 12, 2014 were approved as corrected. The corrected version will be posted to the website. (www.westburycondo.com)

FINANCIAL REPORT

Alan Comrie made a power point presentation with a year-to-date summary of our finances, citing a \$5,040.00 difference in actual expense over budgeted. A \$4,000.00 elevator repair contributed to most of the negative variance. Our cash position is good. Go to www.westburycondo.com for specific, detailed information.

COMMITTEE REPORTS

Ad Hoc: The Board of Directors and the committee met at 6 PM prior to the board meeting to discuss the status of the common areas refurbishing and the selection of a designer. See attached report.

Bylaws: Susan Ahearn presented a summary of a portion of the Common Interest Ownership Act as compared to the Westbury bylaws. She and Jerry Shimoda-Peterson continue to read through the documents to determine if and where Westbury is not in compliance with the CIOA. Report distributed.

Finance: No written report was presented. Lois Menold spoke to increased utility costs, with water and gas costs expected to increase about 5%. Lois will compare CL&P and ConEd rates in October to see which has the better rate. There is a situation with a garage—not specified—that needs to be resolved. Brian Milano was asked to find a less expensive printer for mail box name tags. There will be a 5.3 % increase in monthly fees FY 2014-15. Fire insurance will cost \$4,175.00 next year. Landscaping has been budgeted for \$10,000.00, which will include mulch and the project behind 20 Outlook.

PROPERTY MANAGER'S REPORT

Painting has been completed in the association's rental unit (869-106). It took three coats of white paint to cover the existing dark brown. Permits have been filed for the new annunciator panels. Work will begin as soon as the permits are approved. Interstate Glass will address the issue of the fogged window in a unit at 30 Outlook. Three samples of the interior LED lights that are to be used in our existing fixtures for the renovation project have been installed in 20 Outlook. They make a big difference. The boiler inspection that is required every two years has been completed; there were no issues. About half of the new door knockers have been installed. The new 5 MPH signs are up. Work on the basement windows is in progress; gaining access to the storage units has been a problem in some

instances. The Hartford Courant has requested a key to 20 Outlook to enable them to deliver to their customers' doors. The key they had is missing, along with the previous carrier who cannot be found. The bedbug issue in a unit in 30 Outlook has been dealt with by Terminex. Terminex will be back 9/17 to treat the electrical outlets and to spray around the door in an attempt to confine the problem to that one unit.

A comment was made to the property manager that, once again, the window cleaning was unsatisfactory. It was suggested that the equipment used is not up to the job and that this should be considered before hiring a vendor next year.

A question was raised concerning completion of work on the heat/breather valves in 20 Outlook and initiation of the work at 869. The property manager said he will send timely notice to affected residents regarding scheduling of this work.

OLD BUSINESS

The fogged window in 30 Outlook will be replaced. Colder weather will permit assessment of the effectiveness of window sealing in the unit.

In additional comment on the annunciator panels, M. Levitz noted that fiber optic cables have been placed in the street at the corner of Farmington and Outlook Avenues. Westbury has the option of placing extra pipes to be used at a future date, perhaps for a generator or better electronic service, in the trenches being dug for the annunciator panels. The master annunciator panel will be in 869, with ancillary panels in 20 and 30 Outlook.

I. Levitz noted that the final legal fee for the termination of contract with Advent Design was \$250.00.

NEW BUSINESS

The board vote on selection of a designer for the common area refurbishing was postponed.

Westbury is still waiting for LKG to assess and give a quote on garage roof repair.

We have received two proposals on landscaping services, one from DW Burr, who does not do snow removal, and one from John Zysk. Brian will get more proposals.

Discussion of owner participation in the common areas project was postponed.

Parking space #17 is a problem in the winter when there is a lot of snow. We need to figure out how to handle the situation.

Alan Schectman made a motion that the board vote to adopt the budget created by the board and finance committee for FY 2014-2015. The motion passed. The board-approved budget will be sent to unite owners, to be received by 9/19/14, ten days prior to the budget ratification meeting 9/29/14.

AUDIENCE TO VISITORS

The Courant key situation is unsafe. The common areas project should include a safe way to provide access to the inner lobby for vendors. Suggest use of coded box—code can be changed if necessary.

Suggested that storage unit keys as well as unit keys be provided to management to be used in emergency situations and/or with express permission of owner.

Owner is seeking information about a lock that was installed on her garage door without her knowledge or permission. It was promised that the board and the property manager will look into this and also supply her with a key to the lock.

Owner requested that a notice be sent to all residents of 30 Outlook alerting them to the bedbug situation.

The meeting adjourned at 8:30 PM. There was no executive session.

Recorded and submitted by

Joyce Falkin, secretary