

WESTBURY CONDOMINIUMS ASSOCIATION, INC

BOARD OF DIRECTORS MEETING

OCTOBER 16, 2013

MINUTES

Attending: Martin Levitz, Ilona Levitz and Theodore Calabrese

Not in Attendance: Daniel Rosow, Jennifer Smith-Hornkil

Also Attending: Joyce Falkin, Patricia Brulotte, Josephine Magnan, Allen Comrie, Diane & Jerry Shimoda-Peterson, Ching Shen, Kathleen Sibley, Lois Menold, Kevin Hool, Hillary Keller, Jennifer Smith, Bob Walsh and Bob & Kathy Huhtanen via Skype.

The meeting was called to order at 7:05 P.M. by Martin Levitz.

Approval of Minutes: The Minutes of the September 18, 2013 Board meeting were read by Martin Levitz and corrections were made. The minutes are to be approved once it has been corrected.

Committee Reports:

Ad Hoc Committee: Patti read the Ad Hoc minutes

Bylaws Committee: Was not present at the time.

Finance Committee: Lois Menold asked the board to send parking agreements out to all of the homeowners.

Lois had a concern regarding the new front loading washing machines and how much water they would be using since they will be larger than the current machines. M. Levitz explained that the washing machines would be 1 ½ times as large and that the front loading machines use less water.

T. Calabrese made a motion to upgrade the washers and dryers and to accept option 1, \$5,000 a year for 10 years with a 50/50 split. The Board has put this on hold until the November meeting.

A. Comrie discussed the year end actuals and they were completed substantially earlier than last year sending them to the auditor. A. Comrie and B. Milano will work together to clear up any open Imagineers invoices.

A. Comrie explained the asset of 869-106, the Association's unit; it looks like a positive of \$64,000 on the budget.

Property Manager's Report: B. Milano met with John Consillio from Stanley with blue prints for the fire systems. The horn at the main entrance will be moved out of site. Stanley quoted an estimate of \$25,000 for total installation. The Association would need to hire a monitoring company for the new system which would have a monitoring and service fee. Lois brought to the Board's attention that

anything over \$20,000 needs to go through the Finance Committee. B. Milano will send a copy of the contract to B. Huhtanen and Lois.

B. Milano discussed the 3 boilers that need to be cleaned. The estimate to clean all three was \$2,300 and the heat would need to be shut down for 4 – 5 hours.

Louis stripped the floors with the new polisher, it was a slower process but efficient. B. Milano asked that the fan does not get turned off when it is drying the floors.

B. Milano stated that the front railing was broken by the landscaper and they will be back to fix the railing and cement.

Louis will check the tree in front of 20.

B. Milano stated the Imagineers website for Westbury is up and running. For login help, please contact Imagineers.

I. Levitz asked B. Milano if there were choices for lights and horns for the fire systems. B. Milano stated that there are a variety of choices.

The Board discussed the repair of any broken basement windows and that the glass would be replaced with plexy glass.

Old Business: Patti asked the Board if lock box location could be placed on hold until they find a proper location, the location in the back of the buildings is not practical. The Board agreed to postpone until a proper location was determined.

The Board discussed the importance of only putting dry trash down the garbage chutes; recyclables and other garbage are restricted. The Board discussed the possibility of closing the chutes because of noncompliance. B. Huhtanen notified the Board that they may need to put this out to the community for notice and comment. M. Levitz stated that the notice will go out in the next newsletter, I. Levitz will draft the notice.

M. Levitz discussed the seasonal weather transition and the heat being turned on at a set date. For unit owners that are uncomfortable and have health issues, the Association will provide a heater to these residents.

The Board discussed the surge of units that are not owner occupied. This may become a potential problem for future buyers that will need financing. The Board discussed the possible need to change the Bylaws. M. Levitz will contact the Attorney for more information.

M. Levitz spoke with the insurance inspector; the inspector was impressed with the current condition of Westbury for the age of the buildings. The inspector emphasized on the need for emergency evacuation instructions to be posted in the stairwells. The insurance inspector had no negative remarks.

The Board discussed the move in and move out rules. M. Levitz suggested that the unit owners notify Imagineers at least three days in advance of a tenant moving in or moving out and for Louis to be present.

Open Forum:

- Question – Who's responsible for dryer vent cleaning for unit with their own dryer?  
Answer: M. Levitz – The dryer vents are the unit owner's responsibility.
- Question – Unit owner's dryer vent is in someone else's storage space, how can they gain access?  
Answer: M. Levitz – Unit owner will need to contact the owner of the storage space to gain access.
- Question – Who has an updated version of the Rules & Regulations?  
Answer: Suzanne Ahern from the Bylaws Committee will have the most current copy.

A motion made by T. Calabrese and seconded by I. Levitz and the meeting was adjourned at 8:50pm.