

WESTBURY CONDOMINIUMS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
FEBRUARY 21, 2013
MINUTES

Attending: M. Levitz, L. Swanson, R. Huhtanen via SKYPE
Absent: A. Sheckman, D. Rosow
Also attending: A. Comrie and W. Nardi for Imagineers

The meeting was called to order at 6:35PM by M. Levitz, Vice-President.

Minutes of the January 24, 2013 Board Meeting were approved on a motion made by R. Huhtanen, seconded by L. Swanson and passed.

Minutes of the February 7, 2013 and Ad Hoc Committee meeting were approved on a motion from L. Swanson, seconded by R. Huhtanen and passed.

P. Brulotte presented the report of the Ad Hoc Committee. She advised that there were two volunteers from the Committee who had selected 'white' as the appropriate color for laundry wall and ceiling paint. These volunteers will work with the property manager to select a 'white' color and durable type of paint for walls and floors. She further reported that the Board and Committee would be submitting names and contact information of interior designers who will be asked to respond to "Request for Proposals".

Mr. Comrie reported that the request for Notice and Comment to changes in the Resident Guide regarding emergency procedures and responses had not yielded any comment therefor the Resident Guide is amended as per the vote of the Board.

L. Menold of the FINCOM advised that she would have comments on parking under 'new business' on the agenda.

A. Comrie presented the monthly financial report for January 2013. He reported that as of the end of January we are operating at \$7082 'under budget plan'. Costs to replace the tach generator for the

elevator in #30 Outlook were charged to the replacement (reserve) fund in the amount of \$3562. Mr. Comrie recommended that since cash amounts in certain accounts at First Niagara Bank exceed the FDIC insured limits, we consider moving some of these funds to another financial institution. A motion was made by R. Huhtanen, seconded by L. Swanson to have the Vice-President and A. Comrie contact Peoples Bank to open accounts to achieve this goal. The motion was passed. Mr. Comrie reported that the tax return for the fiscal year ending Sept. 30, 2012 is ready for signature and that the final version of the audited financial report is available. He reported that the Resident Guide and the approved amendments to that Guide are now available "on-line".

W. Nardi presented the property manager's report for Stan deMello who was not available for this meeting. Nardi reported on a meeting with the snow removal contractor, Westside, windows issues, and the status of fire alarm upgrades. He also reported on quotes received for conversion of fuse boxes to circuit breakers. Quotes were received from Venora Electric at \$365 plus the permit at \$32.26 and JD Electric at \$490.40 plus the permit at \$32.60. There was no action taken on these quotes. M. Levitz reported that he had been in contact with L. Jennings at the Bouvier Agency concerning our insurers insistence that fuse boxes in all apartments (units) be converted to circuit breakers. M. Levitz reported that since we have non-combustible walls the insurance company should not insist on this recommended change. M. Levitz is awaiting a response from Bouvier on this matter. W. Nardi reported that the Awning Place had agreed to correct the problem of 'peeling vinyl' on our awnings even though their warranty had expired. They agreed to return in the Spring to perform this work. The Board requested that their agreement be put in writing. There was a report of a basement leak in #30 Outlook. Mr. Levitz pointed out the need to check laundry room floor drains before laundry room preparations and painting begin.

The Board discussed a proposal received from Otis Elevator for the purchase and installation of "Optiguard" elevator door controls. Otis proposed \$7000 for all three elevators. Following discussion, a motion was made, seconded and passed to table this matter until the March Board meeting.

There was a discussion of garage door safety cables. Overhead Door had quoted \$230 to do six garage doors. It was agreed that the owners of the six garages needed to be notified that the cable replacement or repair cost is their responsibility. Imagineers to provide notice and to make arrangements for these repairs.

The Board agreed to review a report prepared by the 'energy auditor' concerning air infiltration at certain windows that have interior condensation issues.

The Board agreed to have R. Huhtanen send A. Hornkohl a copy of Attorney Isaacson's letter concerning unit owner's responsibility for collateral damage to common areas and/or other units caused by leaks of certain pipes etc.

Mr. huhtanen reported that A. Sheckman had called him to report that he had contacted R. Perkoski concerning the 'billback' to his unit for damage and costs for which he is responsible. Perkoski is reportedly making a claim thru his insurer to cover some or all of the charges.

Mr. Huhtanen reported that LKG Contracting has been requested to provide a quote for certain garage roof replacement.

Mr. huhtanen reported that the matter of A/C boxes and ducts on roofs at #869 and #20 was still under investigation.

Mr. Huhtanen reported that A. Sheckman had advised him that he was in contact with D. Rosow concerning damage to the elevator at #30 Outlook. This matter has not been resolved. M. Levitz reported that representatives of Otis Elevator had told him the the need to replace the tach generator at a cost of \$3562 was directly related to the blocking of the elevator door when Rosow's tenants vacated.

The Board discussed a contract proposal from Turfmasters for lawn and bed treatments in 2013. Following discussion, a motion made by R. Huhtanen and seconded by L. Swanson to approve the Turfmasters proposal at a cost of \$1394 plus tax. The motion passed.

The Board discussed the use and placement of lock boxes used by real estate agents and certain owners. A motion was made by R. Huhtanen, seconded by L. Swanson to require that such lock boxes be placed at the rear entry to buildings and not in front lobbies or front entry areas. Further, that these requirements be reviewed and other options be considered when the interior design work proceeds. The motion passed.

Mr. Huhtanen reported that A. Shectman had contacted Atty. Rosenberg and that Rosenberg had agreed to serve as 'agent for service".Mr. Comrie will work out notice to the CT Secretary of State.

L.Swanson reported on items left stored in common basement areas at #869. Mr. huhtanen agreed to notify the property manager to deal with this matter.

The Board discussed snow removal activities . Following discussion, a motion was made by M. Levitz, seconded by L. swanson to direct Westside to stop pushing snow and to initiate moving snow off=site. The motion passed.

The Board briefly discussed a memo prepared by R. Huhtanen concerning parking issues and use of outdoor spaces. A motion was made by R. Huhtanen, seconded by L. Swanson to refer this matter to the bylaws Committee for consideration as amendments to the Resident Guide. The motion passed.

Under 'audience to visitors' the Board heard comments related to snow removal, a request for a written report to unit owners who had reported window condensation problems, heating issues, unauthorized storage in common basement areas, and the need for a "Spring" cleanout day.

The Board agreed to set its next meeting date for Thursday, March 21, 2013 at 6:30PM.

A motion was made, seconded and passed to adjourn this meeting at 8 PM .

