

WESTURY CONDOMINIUMS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
JANUARY 24,2013

Minutes

Attending: A. Sheckman, M.Levitz, L.Swanson and R. Huhtanen by SKYPE teleconference Absent: D. Rosow
Also attending; A. Comrie and S. deMello

The meeting was called to order at 6:45pm.

Minutes of the December 20th,2013 were approved on a motion by M.Levitz, seconded by L. Swanson. R. Huhtanen abstained in the vote because he was absent on Dec. 20th.

Committee Reports

Ad Hoc: P. Brulotte reported that the committee had not met in quite some time. A. Sheckman suggested a meeting with the Board should be scheduled as soon as possible at which the Board and Committee could work out the next steps in this process.

ByLaws S. Ahearn reported on the draft of an addition to the "Resident Guide" concerning 'emergency procedures',A motion was made by R. Huhtanen, seconded by M.Levitz to approve this addition to the 'Resident Guide' subject to Notice and Comment from unit owners. The motion was adopted.

FINCOM There was no member of the FINCOM present.

A. Comrie presented a short version of the December 2013 financial report. He advised the Board that thru the first

quarter, we are running under budget plan. A gas usage and cost report for this quarter will be forwarded to the Board. Total cash on hand and with accounts receivable at the end of December was \$419,872. Mr. Comrie requested that two matters be taken up in Executive Session. Mr. Comrie reported that the Board had had the draft of the audited financial report since early January. A motion was made by R. Huhtanen, seconded by L. Swanson to approve the draft of the audited financial report for the fiscal year ending Sept. 30th, 2012. The motion was passed.

A proposal from Turfmasters for lawn fertilization, weed, and insect control was tabled pending a review of the prior year contract and a review of prices quoted in this year's proposal.

S. deMello presented the property manager's report. He advised that the elevator in #30 Outlook had been repaired. The tach generator was replaced at a cost of approximately \$3300. S. deMello advised that he would be meeting with Otis Elevator to review maintenance requirements on all three elevators. The Board agreed to have the Ad Hoc Committee suggest colors for repainting laundry rooms. There was a discussion of snow removal operations. M. Levitz advised that he did not believe it necessary to remove 'old' oil from tanks. Use of lock boxes in lobbies and common areas was discussed. The Board will address this matter further. Mr. deMello reported that the energy audit report related to excess condensation on windows in two units had been received. The level of humidity in these units may be a factor. The Board discussed the fire alarm upgrade matter. The Board authorized S.deMello to contact the State Fire Marshall's Office to obtain advice as to which components of this system were required to be replaced.

R. Huhtanen reported that he would follow up with LKG Contracting concerning a garage roof quote as well as to obtain a more detailed proposal concerning roof top A/C concerns.

The Board discussed reported damage to the elevator in #30 which occurred when a tenant vacated. The Board agreed to have A. Sheckman meet with the unit owner to resolve this matter.

R. Huhtanen reported on the need to gain access to and possibly remove stored items in certain basement storage bins in order to observe and address foundation leaks.

S. deMello reported that of the 48 units in Bldgs. 20 and 869 there are 16 units that have not provided information regarding whether they have fuse boxes or circuit breakers. He will make contact with those non-responders. He will also seek quotes for this electrical work from Jaspersen Electric and Venora Electric.

R. Huhtanen reported that the electrical engineer who had inspected the buildings had indicated that neither the Town nor CI&P would permit the interconnection of the buildings. Further, the engineer provided a quote of approximately \$15,000 per building to make electrical changes in each building to facilitate the use of rental generators to provide partial services in the event of an outage. The Board agreed that that cost was not justified in light of the frequency of power outages.

The Board discussed the engagement of a new attorney to represent the Association. A. Sheckman provided a proposal from Atty. Howard Rosenberg. Following discussion, the Board voted to appoint Atty. Rosenberg as the Association's

attorney and also as the “agent for service”. Mr. Sheckman will advise Atty. Rosenberg.

Under audience to visitors, the Board heard comments regarding move-ins and move-outs; staking walks for snow operations; water bills; basement storage in #869; and parking.

The Board agreed to set its next regular meeting for Thursday, Feb. 21st at 6:30PM.

The Board discussed the issue of ‘peeling logos’ on the front entry awnings. Following discussion, this matter was referred to S. deMello to arrange a meeting with the awning supplier and to arrange for members of the committee that had worked on this project to be present as well.

A motion was made seconded and passed to enter Executive Session to discuss collection matters.

Following the Executive Session and the return to ‘open’ session, the Board voted to have A. Sheckman contact Atty. Alan Silver regarding two outstanding collection matters. Mr. Sheckman was authorized to seek alternate counsel should Atty. Silver be unable to address these matters in a timely manner.

There being no further business the meeting was adjourned at 8:30PM.