

WESTBURY CONDOMINIUM ASSOCIATION, INC

BOARD OF DIRECTORS MEETING

November 14th, 2013

MINUTES

Attending: Martin Levitz, Ilona Levitz, Theodore Calabrese

Not in Attendance: Daniel Rosow, Jennifer Smith-Hornkil

Also Attending: Joyce Falkin, Susan Ahearn, Patricia Brulotte, Hillary Keller, Josephine Magnan, Allen Comrie, Diane & Jerry Shimoda-Peterson, Kathleen Sibley, Lois Menold, Lynn Swanson, Rosede Rensis, Barbara Feinstein and Bob & Kathy Huhtanen via Skype.

The meeting was called to order at 7:08 P.M. by M. Levitz.

Approval of Minutes: The Minutes of the October 16, 2013 Board Meeting were read by M. Levitz and corrections were made. With changes made the Minutes of the October 16, 2013 Board Meeting were approved on a motion made by M. Levitz, seconded by T. Calabrese, all in favor, and passed that the minutes be accepted as corrected.

Committee Reports:

Ad Hoc Committee: P. Brulotte was called to read the Ad Hoc Committee Report. She informed everyone that they had a very good get together that afternoon. In 3-4 weeks they hope that everyone can get together with the consultant. Everyone liked what was presented by the chair of the Ad Hoc Committee.

L. Menold inquired about if there are any issues and M. Levitz pointed out to her that they will come out if needed. He read to her how the agreement goes and that between the normal business hours they will come out and also that Brian, Ted and himself know how to turn off the alarm if necessary. B. Milano went and got 2nd quotes and A. Comrie mentioned that maybe the Seimens 2012 dated material was confusing and B. Milano said he had them adjust that and it was sent out. L. Menold is stating that she feels she has only information on this one company (Stanley) and that she is concerned about the budget. B. Milano informed them of this shopping for other companies and they gave him a small amount of time and effort. M. Levitz explained that finance committee needs to have the last work and I. Levitz said that the Board makes the final decision. I. Levitz said she would like to make a motion but M. Levitz said to hold off and they went to the next item on the agenda.

Financial Report: A. Comrie presented the financial report and broke down the budget report by each section explaining each report within the budget concluding that Westbury Condominium is in good financial position. A. Comrie noted that last minute changes

that they have this package. M. Levitz added in certain expenses and noted that it is better to spend now and save later. A. Comrie went over expenses and mentioned that if cleaning is kept up on the furnaces they will last. He also commented on the leak in the elevator shaft and the bill from Otis. B. Milano explained that this repair had to be done. A. Comrie ended that we are trending nicely and the cash aspect of the balance sheet reflects we are doing well. There was also discussion in regards to increasing the surety bond; funds and reserve funds were also discussed. They will meet with Bob on Sunday.

Manager's Report: B. Milano read the manager's report. Boilers were cleaned and needed a lot of work. Maintenance procedures were discussed in depth. Some are saying that the heat is too hot now but B. Milano noted that system will calibrate itself and adjust to normal operating temperatures. A. Comrie said that he wants to make sure that they don't lose out on the savings by people regulating their own heat by opening windows. Unit 30-301 was brought up and Accent Glass is to go to this unit regarding energy efficiency. Luis did the concrete work and will bill back Mike. The \$4000 worth of damages on elevators was discussed. B. Milano has drafted a letter about the party that occurred recently. He also talked to Mike about leaf cleanup.

Rules and violations were brought up and it was said that parties of 25 or more should not be happening and if this happens again they were told that they can call M. Levitz or B. Milano as well as the answering service. It was asked by someone if we can get samples of what other complexes do and how they handle this type of issue and B. Milano said that more than one call will make the police have to do more and that the owner will address this with the tenant.

K. DeMaine was not able to be here tonight, S. DeLucco took the minutes in her absence.

Old Business: M. Levitz discussed the flyer regarding closing down the trash compactor shoot because of the wet garbage going down the shoot and most said they were in favor of closing the shoot. So far out of 11 people, 9 say to close it and 2 people say not to close it. M. Levitz made a motion to vote to close the compactors, seconded by T. Calabrese in favor by I. Levitz. Luis will put out the notice that November 30th would be the last date to use it. I. Levitz mentioned that recyclables can be found at the south end. The next item was the washer and dryer proposal from the laundry company. An offer was made for front loading washers and the cost would be up from \$1.75 to \$1.90 for a large load and you would use a credit card to buy time. There would be splits 50/50 if a certain amount and 10 year plan. I. Levitz mentioned there is no need for bigger just need better quality and B. Milano said that he will look into this. Garage roofs are mostly done and now there is another leaker.

New Business: M. Levitz mentioned new business and touched on unit owner to renter ratio and what percentage must be owner occupied according to Fannie Mae & Freddie Mac. He asked if there was any other new business to go over and mentioned that the final application to Farmington Avenue was done and is almost complete with the exception of some last touches and additional stop light.

Open Forum:

- L. Menold asked about adding time to the washers.
- R. Rensis asked about larger load capable machines.
- J. Falkin wants to sit in on an Ad Hoc Committee meeting and wants them to have an open session. I. Levitz touched on this that they will meet for anyone who wants to meet with those meetings.
- J. Falkin suggested annual cleanings for the boilers so not to let it get so bad again. She also asked about the Otis repairs and why it took so long and they explained to her that they were waiting on parts. J. Falkin suggested better communication with repairs, especially when they take longer than expected. She also mentioned that Otis was back out and that the door takes a long time to open so she pushes the open door button.
- H. Keller wanted to make sure everyone got the yellow paper that she had.
- R. Rensis brought up the trash shoot and wanted to know if they were going to make sure that everyone has a way to get to the dumpsters, etc.
- J. Magnan wants updated bylaws and S. Ahearn of the Bylaw Committee said she can't change the Bylaws but can update.
- L. Swanson said everything has been looking really good lately and that Luis has been very good.
- Bleeding of units was asked about.
- Susan mentioned resident responsibilities and that there should be at least two weeks – no later than 10 days before move in/move out.
- D. Shimoda Peterson asked that board minutes be posted in all 3 laundry rooms and that they be on web and sent by email.
- B. Feinstein commented about rules and regulations and about the person who takes their bike down the hallway each day and about possibly getting a bike rack and M. Levitz said he would talk to them.

The Board agreed to set the next meeting date for Wednesday December 18th, 2013 at 7:00 P.M.

A motion was made by M. Levitz, seconded by I. Levitz as well as T. Calabrese and passed to adjourn this meeting at 8:53 P.M