



Fiscal Year 2013 Budget Ratified

The Westbury Condominium Association, Inc. Annual Budget for FY 2013 was ratified on Thursday September, September 20, 2012. Because a majority of owners were not present or represented by proxies, a vote was not taken and the budget was automatically ratified.

The FY 2013 Annual Budget began on October 1, 2012. It anticipates total expenses of \$388,635 and total revenues of \$389,250. Please refer to the summary of the Westbury Condominium FY 2013 Budget that was mailed to all unit owners for details.

Notices & Reminders

The driveway to Farmington Avenue is **ONE WAY/EXIT ONLY!** To enter the Westbury property use the driveway on Outlook Avenue. The Outlook Avenue driveway is two way and may also be used to exit the property. **Maximum speed - 5 mph** - should be used at all times on the Westbury grounds.

Security Alert - Acts of vandalism have occurred at The Westbury. Please make sure that all front, rear and basement doors are secured at all times and that garage doors are kept closed when not in use.

Garage Doors - Owners are responsible for the repair and replacement of garage door operating mechanism, both electrically powered as well as manually powered, including the ceiling suspended door opener, the remote control, any other entrance/egress control, as well as the garage door hinges, rollers and tracks. Refer to Page A-7 of the Resident Guide, Garage Units.

Garden Clean Up - By now all garden plots should be cleaned and all dead plant material, stakes and fixtures removed.

Winter Parking and Snow Removal - A location at the south end of the parking lot is designated as a "snow storage area". Do not park vehicles there. If snow is predicted, park in your garage or on the street, unless a parking ban is in effect. If you must park in an uncovered parking area please move your vehicle early in the morning following a storm. Normal snow operations begin at 7:30 A.M.

Fire Safety - Now is a good time to change the batteries in your smoke detectors. Non-functioning detectors put everyone at risk. Keep all stairwell windows closed at all times. Open windows are a fire hazard. In the event of a fire, stairwells provide an escape route.

Reminders continued on page 2

Board & Committee Activities

A President Alan Shechtman was authorized to sign a new contract with Westside Landscaping. The contract, which is identical to the one currently in place, began on October 1, 2012 and continues until September 30, 2015. The annual base cost is \$16,500 including taxes, plus an additional \$25 fuel cost fee per month.

The Board approved a motion to engage a mechanical engineer to explore the feasibility and cost of installing electrical lines in underground conduits to connect Buildings 869, 20 and 30. A generator located in Building 869 would activate if power failed on Farmington Avenue. During an emergency, the generator and lines would provide power for all three buildings. It also may be possible to run phone lines through the same conduits in order to notify fire officials of an emergency.

The Board will explore the viability of using an injection epoxy process to treat the leaks in the basement floors prior to moving forward with the planned drainage work.

Carney, Roy and Gerrol is conducting the Association's annual audit and will prepare the tax returns.

The Board voted to renew the Association's contract with Mr. Alan Comrie, ARC Strategic Services at a cost of \$10,500.

Bouvier Insurance Company received a quote of \$24,253 from CAU, our current insurance carrier. Another quote for less coverage was submitted by Vermont Mutual for a cost of \$33,090. The Board voted to accept the quote from CAU and authorized Secretary Bob Huhtanen to sign the contract. The contract began on October 1, 2012.

The architect/design firm Quisenberry Arcari has withdrawn their interest in acting as consultant for the interior renovation project of the common areas. Before a search for a new consultant begins, the Board will outline the scope of the work needed and share it with the Ad Hoc Committee.

Ad Hoc Committee for the Renovation of the Common Areas At the September 20, 2012 Board Meeting, Ms. Patty Brulotte, Chairwoman of the Ad Hoc Committee, presented a summary of the committee's work regarding its search for a qualified consultant to manage the renovation of the common areas.

The following are still pending: resolution of window issues; resolution of Carrier air conditioner fan motor failures; sealing of basement windows; receipt of quotes for fire alarm upgrade; action on A/C roof repair; action on emergency power plan; repair of basement leaks; action on water flow improvement plan for garage roof gutters; receipt of bill backs for plumbing and ceiling repairs and action on garage trim cladding.

Activities continued on page 2

The annunciator panel located in each building is not connected to the fire department. It only alerts the fire alarm monitoring service. **If a fire occurs, residents must immediately notify the fire department.**

Christmas Tree Disposal - The Town of West Hartford provides curb side Christmas tree pickup beginning January 1 and continuing for two weeks thereafter. Please dispose of your tree at the curb near Outlook and Farmington Avenues and not in the dumpster.

Recycling - All large and small cardboard boxes must be broken down and placed in the blue recyclable dumpster. Remove plastic and Styrofoam packing materials. They are not recyclable.

Common Areas - The basements, laundry rooms, hallways and lobbies are common areas. Personal belongings may not be placed in these locations without prior Board approval.

Imagineers, LLC Management Co.

Stan de Mello is the new property manager for the Westbury. His e-mail address is sdemello@imagineersllc.com All service requests should be submitted to his Administrative Assistant, Barbara Struthers at bstruthers@imagineersllc.com You may also call 860-218-1529 or mail your request to her attention at: Imagineers, LLC, 635 Farmington Avenue, Hartford, CT 06105. Imagineers business hours are 8:00 a.m. - 5:00 p.m., Monday through Friday.

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ROVING SUPERINTENDENT

Mr. Lou Colon, Roving Superintendent at The Westbury, can be recognized by his friendly smile and by his Imagineer's shirt. Besides his weekly janitorial duties, Lou is responsible for undertaking specific projects and grounds maintenance work.

Lou walks the property and inspects the buildings daily. On a weekly basis, he vacuums interior stairwells and hallways; cleans basement floors; cleans windows of entry doors and interior doors; empties trash compactors and drains rainwater from the roof of Building 30 as needed.

Lou has received an orientation of the heating systems from B.T. Lindsay and he will now be able to monitor and make operational adjustments.

He has completed the following projects: cleaned and inspected roofs; cleaned scuppers and drains; checked pointing of chimneys; cleaned sills and repaired/replaced blinds in interior building stairwells; prepped and painted rear entry doors of all buildings, rear entry railings, front entry railings; prepped and painted outdoor furniture; prepped and painted rusty A/C boxes on sides of Building 30 and rear of Building 30; and repaired a broken light in hallway of Building 30.

The following ground maintenance work has been completed: fence repaired along south parking area; debris cleaned from side and rear shed; debris cleaned from behind garages 63-69; gutters cleaned on all garages; all yard drains cleaned; and hedges at rear of Building 869 and rear and sides of Building 30 trimmed.

Work duties are assigned by Mr. Stan de Mello, Property Manager, who in turn receives direction from Westbury's Board of Directors.
