

## WESTBURY BOARD OF DIRECTORS MEETING JULY 15, 2014

Board President Martin Levitz opened the meeting at 7:05 PM. Board members Ted Calabrese, Joyce Falkin and Ilona Levitz were also present. Danny Rosow was absent. Property Manager Brian Milano and Finance Director Alan Comrie were present, as were eleven unit owners.

The minutes of the June 17, 2014 meeting were read by the secretary and approved as read.

**FINANCIAL REPORT:** Alan Comrie presented a power point presentation showing expenses, cash position and reserves as of June 30, 2014. See the Westbury website for specific detail. ([www.Westbury.com](http://www.Westbury.com))

### COMMITTEE REPORTS

**Ad Hoc:** Three board members, two committee members and seven unit owners attended a presentation by the two candidates for the position of designer consultant for the common area renovation project. The presentation took place beginning at 6 PM July 14, 2014 in the basement of 20 Outlook. Kirsten Floyd of Kirsten Floyd Interior Design and Timothy Wooldridge of Timothy R. Wooldridge Interiors Ltd. were the presenters. After the individual presentations there was an opportunity to ask questions. The committee expects to make its recommendation on selection of designer to the board within a few days. See attached committee report.

**Bylaws:** Susan Ahearn reported on a Bylaws Committee meeting June 20, 2014. I. and M. Levitz and Brian Milano were also present. Westbury documents, the Declaration, Bylaws and Rules need to be scrutinized to be sure they are in compliance with the Common Interest Ownership Act (CIOA) which became effective July 1, 2010. The hope is to find enough volunteers to be able to divide the act in portions of no more than twenty-five pages each, reading its amendments and provisions. The readers will discuss what they have read.

B. Milano offered access to an attorney used (at no cost) by Imagineers as a resource, to assure there is no misinterpretation of the act by the readers. He will also provide a complete copy of the Managers Manual to the committee. Susan has a complete copy of the act, the amendments and legal opinions as posted on the internet. Lynn Swanson and Jerry Shimoda-Peterson have agreed to join Susan as readers. More volunteers would be helpful. See attached report.

M. Levitz suggested the possibility of hiring an attorney, Matt Perlstein, whose firm is Condo Law, to go over our documents to see if any revisions are necessary to comply with CIOA. The cost for this service could be as much as \$10,000.00.

At this point there was a fairly lengthy discussion of the of Rules Violation/Enforcement issue. After some time it was suggested that these topics require more discussion than there is time for within a regular board meeting. A motion was made and seconded that a special meeting be called that would concentrate on these issues to be sure they receive the time and attention their importance warrants. The motion passed. No date was set.

FINANCE : There was no report. M. Levitz announced that T. Calabrese, A. Comrie, J. Woodward and possibly R. Walsh will be working on the budget for the upcoming fiscal year, which begins October 1.

#### PROPERTY MANAGER'S REPORT

B. Milano reported that 869 experienced a hot water problem necessitating installation of a new thermostat. The laundry room project at 869 proved to be a much more difficult project than anticipated because of a wall leak. Luis was able to figure out that an old electrical conduit was responsible for the leak. It has now been properly sealed; there is no more leaking and the project is moves on to Building 30. Luis and his helper Miguel continue to trim shrubbery as time permits. Window cleaning is two weeks away (cost \$1,882.15). Imagineers will post notice of the date, with a reminder that all windows must be closed while the work is being done.

Although bike racks have been installed in the basements some residents continue to bring their bikes through the common areas. An owner who was present said she was unaware her tenant was doing this and said she would talk with him about it. B. Milano met with John Zyskowski, principal of Zysk Bros., a full service landscaper, to discuss the ivy/20 problem and the possibility of a seasonal contract. A proposal from CL&P for interior and exterior lighting upgrades is expected within the week. L and M should be out next week to repair the cracks in the driveway. LKG will be contacted concerning garage roof leaks.

#### OLD BUSINESS

A discussion of the Strategic Plan for renovation of the common areas ranged from the termination of contract because of illness by the designer originally hired, Sheri Gold, and varying assessments of the work she did, to the current situation with two designers contending to complete the remainder of the design phase of the project. M. Levitz envisions the Ad Hoc committee being small, 5-7 members, with representation from each building. The Ad Hoc committee has been meeting weekly. It will make recommendations to the board, which will make the final decisions. There will be progress reports as the project moves along. I. Levitz proposed a strategy that would give all unit owners a series of votes in the selection and approval of carpet/paint and wall covering. She said this structure and accountability would move the project along in a timely fashion and give the board control over the remaining dollars to be spent on completion of the design phase. She also stated that Sheri Gold had completed about 60% of the design phase; the new designer will not be starting from square one. Caution was urged in structuring a new designer contract, to be sure that the terms of the contract favor Westbury's interests.

Basement window sealing: Imagineers will see that a notice is placed under the doors of owners whose storage room windows need to be repaired/sealed requesting access so that the necessary work can be done.

The 5mph speed limit on Westbury driveways will be enforced. Two new signs

Using the font and colors of existing signs will be ordered and placed.  
Cost:\$165.00.

## NEW BUSINESS

Association Social: Imagineers will place an underdoor notice requesting volunteers for the social the association hopes to have in September. Diane Shimoda-Peterson asked to be involved in crafting the notice.

Committee Appointments: It was moved and seconded that the board approve the appointment of Diane Shimoda-Peterson to the Ad Hoc committee and that Kathy Sibley be re-instated as a member. The motion passed.

Resignations: M. Levitz read an email from Danny Rosow tendering his resignation from the board. He stated that he hoped to be able to be involved in association affairs in some other capacity. The resignation was accepted. M. Levitz announced a special meeting of the board Monday, July 21 to appoint a replacement to finish the rest of Danny's term, which will expire June 1, 2015.

The resignation of Lois Menold from the Finance Committee was also accepted.

Rules Violations/Enforcement and Revision of Bylaws: see Bylaws report.

## AUDIENCE TO VISITORS

"Renovation is a costly project. Good to hear residents will have input in decision making".

"Designer should take lead".

"Important to rely on professionals. Question voting on small components; better to vote on whole scheme".

Board response:

M. Levitz suggested that residents could look for carpet samples and submit them for consideration.

I. Levitz stated that once carpet is decided on the design will be developed from that. M. Levitz said the board will vet designers, and check their references.

Next meeting: August 19, 7 PM, basement 20 Outlook.

The meeting adjourned at 9:32 PM.

Recorded and submitted by Joyce Falkin, secretary.