

## Washington's Headquarters Board of Directors Meeting

March 2, 2017

Next meeting, Thursday, April 6 at 8:00pm in unit #2

Present: Jon Brose, Ken Colao, Mary Donovan, Margaret M. Federici, Dale Greenwald, Sabin Meyer, Uwe Steckhan

Excused: Bob Murray

WHQ Board minutes: Changes reflected as requested; no further objections received to January 31, 2017 meeting minutes (approved).

### Finance and Insurance:

- February double payment of unit 13 outstanding; **Margaret** will send reminder (together with check as noted below)
- Unreconciled February bank statement: \$31,849.06 in operating account
- Tax Certiorari: as agreed at last meeting, \$1,360.05 returned from Bill Sulzer, Esq. for uncashed checks to Lot #6 (\$433.50) and Lot 19 (\$926.55), which were deposited into reserve account
- Replacement check of \$433.50 mailed to Abraham/Settepani at NYC address
- Reserve account now includes \$6,792.99 in tax refunds

### Engineering Updates:

- Ken reconciled costs with Brooker
- Initial original contract was authorized for \$40,300, Board then approved additional changes (e.g. monitoring wall movement, report on monitoring, boundary and topo survey)
- Including additional approved items, total engineering work totals about \$78,000, out of which Brooker claims outstanding balance of \$36,000, based on Ken's assessment actual outstanding balance of \$19,000
- Two main projects:
  - 1) Underground work and paving: Brooker claims \$16,177 outstanding balance, mostly due to updating surveys using Mid-Westchester data; out of that amount \$15,547 left based on Ken's assessment
  - 2) Wall work: Brooker claims \$20,030 outstanding, including \$12,588 on 'Support of Excavation' (SOE) design, which was not approved as additional cost and that is not in line with request and not doable for WHQ (e.g. outside of WHQ property line) and charging \$420 for detailed billing breakdown; out of that amount \$4,014 left based on Ken's assessment

- **Board agrees to pay \$19,562.06 to settle current Brooker contract, with initial payment of \$4,014.56 and final balance of \$15,547.50 to be released subject to** final drawings provided electronically with corrected SOEs, submitted to village for approval, and list of contractors; **Ken** to settle with Brooker accordingly (\$30,000 costs included in 2017 WHQ budget)
- Ken reached out to Adamo Brothers Construction , Inc. to provide preliminary bid (including landscaping work):
  - Removal of shrubs and trees and replacement: \$92,000
  - Underground drainage (new basins, connections, barriers): \$96,000 (1 month)
  - Retaining wall (including SOE): \$567,000 (about 4 months, during which parking not available)
  - New paving (indicated milling would not work): \$225,000 (1.5 months)
  - Total: \$980,000 (plus bonding of about \$24,000 and additional consulting fees for engineering supervision of about \$10,000-\$14,000 based on Brooker estimate, plus design contingency of 10%; total of up to \$100,000 in fees)
  - Three phases over up to two years
- **Dale and Bob** will reach out to banks to discuss financing options based on these preliminary cost estimates
- Special Board meeting to be called once preliminary estimates and financing options available, to be presented to homeowners, so that drainage project can start in Fall of 2017
- Work ideally to be combined with gas work, which was submitted by Plitnick and is pending ConEd feedback

#### Pool:

- Pool repair options: any changes made to chemical system or heating system type of the pool requires DOH approval; based on pool company feedback current DOH backlog of 6-12 months for approval; Board agrees to currently not change heating system type and chemical system
- Plitnick quote of \$18,400 includes work for pool heater (dual fuel oil with option for gas conversion) and separate hot water heater replacement, heat exchanger, and plumbing
- **Margaret** to check with Plitnick:
  - i. assumption that domestic hot water heater doesn't require replacement, and no heat exchanger in place or needed; request refocus proposal on minimum necessary work, assuming boiler replacement only
  - ii. what costs for convertible pool heater conversion to gas would be,
  - iii. what the cost of a non-convertible oil pool heater would be, and
  - iv. alternate cost to add in future a hot water maker
- **Margaret** to obtain additional quote for same reduced work scope from separate company (e.g. H2O, Botarelli, Kreiter)

- **Margaret** to submit pool permit and confirm with DOH whether pool permit requires functioning heating system; as alternative option to not heat the pool (for now) Uwe, the DOH renewal permit does not speak to heating issues. They don't care if you have warm water or not! I would strike the sentence and substitute:

Margaret to submit pool permit to DOH for 2017 season as per standard practice.

- Cost considerations:
  - a) not heat pool
  - b) heat pool to lower level (assume new heater would allow better regulation)
- In order to comply with current allotted amount of \$10,000 included in 2017 WHQ budget for pool repair, **Board agrees to costs of up \$10,000 to be paid out of operating costs to allow reopening of heated pool**
- Pool reopening: Board agrees that when pool reopening is announced to homeowners, **Margaret** will include reminder that every user needs to sign into the logbook, and that the first user each day needs to check the chemicals (instructions to be included in the message) and record the value in the DOH log
- H2O contract: Total annual cost \$7,113.59 (including opening, closing, cleaning, monitoring); **Board agrees to pay 40% (2845.44) on acceptance, 30% by June 15, balance by closing**

#### Landscaping:

- Adams Tree update: Margaret confirmed that Adams not able to offer discount; **Board agrees to pay \$6,040**

#### Tennis:

- Oval Tennis contract: **Board agrees to pay \$2,200 for reconditioning and \$155.00 every third week for maintenance**

#### Miscellaneous:

- Vermin control: Margaret provided map to **Dale, who will follow up**
- Parking spot for unit 18: Board agrees to proposed new order (from bottom closest to exit) as: 21, 18, 20, 19; **Margaret** to investigate options for replacement (ideally same type/vendor)