

## Washington's Headquarters Board of Directors Meeting

May 11, 2017

Next meeting, Monday, June 19 at 8:00pm in unit #2

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

Excused: Ken Colao

WHQ Board minutes: April 6, 2017 minutes approved on non-objection basis.

### Finance and Insurance:

- Renewal of insurance approved
- **\$7,836 due at renewal agreed by Board to be paid**
- Annual insurance costs increased by 5.3% (\$1,103.07)
- Board agreed to have **Margaret move \$3,000 from checking into savings**, instead of \$9,000 scheduled to be moved so far (balance to be made up when possible)
- **Margaret** to send reminder to homeowners of July increase to common charges
- Payment of website hosting at cost of \$119.40 and domain name at cost of \$13.95 per year (due each June) at DreamHost WebHosting agreed by Board to be changed from automatic payment via debit card on file (expiring May 2017) to manual payment through the WHQ Chase account
- Board agreed that the HOA / Board does not need a debit or credit card

### Brooker Engineering:

- \$10,000 paid to Brooker
- **Dale to contact Ken** to follow up with Brooker on \$18,000 claimed as outstanding
- Plitnick recommended that Gerry Hluchan (Engineer) arrange for meeting between ConEd Engineering Department and Village of Dobbs Ferry to discuss new gas line
- **Margaret** to ask Brooker to provide master site plan to be used for gas line application
- **Margaret** to check with Plitnick what was submitted to ConEd and either provide master plan from Brooker, or if not available request Engineer to prepare composite drawing to be provided to Plitnick to submit to ConEd
- **Margaret** to check with ConEd sales contacts used for Walden Woods on process to follow

### Pool:

- Pool permit received from Dobbs Ferry

- Scotty Electric completed inspection with electrical underwriter
- **Margaret** to deliver Dobbs Ferry permit to Town Hall tomorrow
- **Margaret** to inform homeowners via email once pool is allowed to be used
- Pool blanket suggested by homeowners deemed non-feasible (also due to suffocation risk for children)
- John Petroccione contracted as engineer
- **Margaret** to request Engineer to evaluate needs, propose options (incl. heat pump vs oil heater replacement and any other possible options), including installation and operating costs, prepare specifications for competitive bidding, and deal with DOH for approval
- **Margaret** to request Engineer for recommendation for automatic pool chemical adjustment systems
- Night Owl to do initial pool cleaning tomorrow
- **Margaret** to request Night Owl to confirm what is supposed to be cleaned at full and regular cleaning, for Board to review at next meeting whether sufficient and being fulfilled and discuss needed frequency
- **Margaret** to photocopy and laminate instructions for chemical level testing and recording and post instructions in pool, including instructions on levels at which to call H2O to adjust chemicals
- **Margaret** to provide logbook for pool use and chemical levels
- **Board agreed to pay Jon's children \$2.50 per reading/entry** for up to two entries a day
- **Jon** to provide key to Margaret for auxiliary building

#### Landscaping:

- Leaning pine tree removed by Adams Tree
- Adams Tree fertilized other trees and started tree healthcare program
- Adams Tree proposal for birch tree removal in front of unit #13 and removal of one split leader, mulberry, right of unit #21, and remove logs and debris for **cost of \$966.37 approved by Board**
- Vinny has completed curb repair from plow damage
- Vinny required to have annuals planted by end of May (before Memorial Day)
- **Margaret** to request Vinny to check for plowing damages to stoops to be repaired
- **Margaret** to check with Vinny on inclusion of units #1 and #2 in gardening contract and any resulting costs

#### Miscellaneous:

- **Margaret** to contact Suez Water to confirm last time the WHQ hydrants have been flushed and when next flushing will be scheduled
- **Margaret** to contact Oval Tennis to reopen tennis court
- **Jon** to contact tennis pro to check whether interested in reviving use/maintenance agreement from last season
- Proposal from Colony Fence to repair and/or replace fence behind unit #19

- **Margaret** to clarify with Colony Fence difference between a), b), c) options, esp. regarding coverage under option c)
- **Dale and Sabe** to review repair needs for Board discussion at next meeting
- **Dale** to check status of Vermin traps