

## Washington's Headquarters Board of Directors Meeting

June 19, 2017

Next meeting, Thursday, July 27 at 7:30pm in unit #8

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

Excused: none

WHQ Board minutes: May 11, 2017 minutes approved on non-objection basis.

### Finance and Insurance:

- Margaret met with Philadelphia's Risk Management division on suggested mitigation measures
- **Margaret** to request Samer to paint speed bumps
- **Margaret** to ask Civitano to do cold patching of major potholes (**Margaret** to provide copy of receipt to Philadelphia's Risk Management as proof) and inform them of major repaving project being scheduled
- **Margaret** to review affordability of regular monthly payments of \$3,000 to Reserves

### Brooker Engineering:

- Brooker agreed to credit back \$11,348.75
- Approximately \$15,000 outstanding to be paid to Brooker
- **Ken** to provide final numbers for Project 1 (topography/drainage) to then be approved by Board for payment
- **Ken** to provide final comments to Brooker, including removal of SOE (support of excavation) work, and to ensure pending final drawings that meet requirements for filing with the town
- **Margaret** to confirm with town that town-owned underground pipe to be excavated and fixed (by Tom Bucci); Civitano to disengage irrigation between units #8 and #9

### Pool:

- Pool opened (without heat)
- New life preservers have been provided; new spine board coming
- **Margaret** to request H2O to reduce Bromine level by 10-15%
- **Margaret** to request Night Owl to ensure mold (green growth) on pool deck is removed
- **Dale** to post copy of Safety Plan obtained from DOH
- **Margaret** to follow up with John Petroccione within 20 days on proposal for pool work (heating and chemical control system)
- **Jon** to follow up with his children on correct recording of chemical readings

### Landscaping:

- Adams Tree proposal:
  - Motion by Dale for space next to unit #13 to grind stumps and replant one tree (e.g. 9 foot heritage birch) and one evergreen
  - **Board agreed to remove and grind stumps and plant one birch or a tall dogwood for a total of up to \$1,750**
- **Margaret** to send memo to homeowners that plant beds in front of units are under homeowner responsibility to plant and maintain (with visual appearance / issues to be reviewed for next year)
- **Maragret** to ask Civitano to check / redo dredging of pond, which doesn't seem to be done properly
- **Margaret** to inform Civitano that Bob and Jon agreed to proposed inclusion of units 1 & 2 in Civitano gardening contract quoted at \$2,400 annually
- Civitano informed that flowers at south exit are not getting any water (not connected to irrigation system)
- Civitano installed new rain sensor (irrigation timer apparently fixed)
- **Margaret** to request Civitano to provide map of irrigation system(s) and zones

### Miscellaneous:

- Gas loads project:
  - ConEd rejected common application for all applicants, requesting individual applications (as had been submitted two years ago)
  - **Margaret** to reach out to Plitnick to serve as overarching contractor for the project
  - **Margaret** to reach out to affected homeowners to jointly prepare proposal (**Bob** to provide access to unit as necessary and to be dialed into meeting)
- Tennis court up and running
- **Jon** will check with tennis pro whether he will continue to offer services
- **Dale** to check whether combination lock still on court (combination listed on website) or get replacement
- **Margaret** following up with NYS Workers' Comp conducting an audit of WHQ
- Margaret clarified with Suez Water that monthly fire hydrant costs are only covering availability of the water line and water in the line to the fire hydrant (which is owned by the HOA)
- **Board approved \$2,500 to be paid to Tom Bucci to repair fire hydrant**
- **Margaret** to obtain quote from Tom Bucci and Civitano for bollard to put in place to protect hydrant (and whether needed also for second hydrant)
- **Margaret** to check with Suez how often and when the fire hydrants were flushed
- If Suez not flushing, **Margaret** to check with village whether village / fire department can flush hydrant

- As third option, **Margaret** to obtain option of private company to flush and confirm working condition
- **Margaret** to check and confirm with Gerry Pest Control servicing of vermin traps and leave note of traps serviced in mailbox of unit #8
- **Margaret** to meet with Colony Fence to get better understanding of proposal and options
- **Dale** to check on whether Colonial Ave sidewalk falls under WHQ responsibility

Unit Issues:

- Discrepancies between physical property unit numbers, legal unit numbers and unit tax roll numbers pointed out
- **Margaret** to send email to all homeowners to explain issue and ask each unit to provide tax ID number for all numbers to be collated and posted on website for the record
- Unit #15 has new tenant; all paper work received, pending \$500 security deposit as requirement to issue rental waiver
- New parking signs by SignsInk scheduled to be installed by end of month