

# Washington's Headquarters Board of Directors Meeting

January 17, 2018

## MINUTES

Next meeting: Wednesday, 21 February, 8pm (Unit 2)

Present: Dale Greenwald, Margaret M. Federici, Sabin Meyer, Bob Murray, Uwe Steckhan, Emily Wolf

Excused: Jon Brose, Ken Colao

WHQ Board minutes: November 29, 2017 minutes distributed electronically and posted as presented.

### Finance and Insurance:

- November and December receipts and disbursements have been distributed electronically to Board and CPA.
- Reimbursement received for Brooker inspection of brick wall from insurance company of car owner that drove into the perimeter wall.

### Brooker Engineering:

- Invoices still on hold until Brooker provides requested information, to confirm with town the necessary documents and filing process; **Ken** to follow up with Eve (and formal Board letter to Brooker to be considered on outstanding items, amounts paid and deadline requested for closure).
- **Eve** to follow up with village on repair of leak in underground pipe in property easement based on findings from Mid-Westchester Sewer and Drainage.
- Dale followed up with village and Jennifer Dorman indicates she met with Vinny (Mid-Westchester Sewer & Drain), and agreed to review video of damage and is looking for the easement agreement.

### Pool:

- Blue Horizon repaired the panes of glass on pool roof that slipped.
- Dale requested John Petroccione for specifications/plans for oil burner (preferably convertible to gas) and heat exchanger and any additional changes/modifications to be prepared, for first phase with plans to be submitted to Department of Health.
- **Margaret** to follow up with John on when package for Department of Health to be submitted and documents to be ready to be issued for bidding by three companies.
- Salt system with digital controls and variable speed pump as replacement of current chemical system to be scheduled as second phase, but to be

determined with John whether Department of Health application can easily be amended for the second phase.

Landscaping:

- Daryl tree has applied for Dobbs Ferry permit to remove Sugar Maple at tennis court.

Miscellaneous:

- Gutters:
  - Gutter cleaning by Jose has been completed.
- Tennis:
  - Oval Tennis has shut down tennis court for the season.
  - Pool bathrooms, garage and office have been winterized by Plitnick Plumbing.

Unit Issues:

- Unit 8:
  - Request for window and patio door replacements.
  - Board noted that replacements need to match in-kind (in line with WHQ by-laws).
  - Board requested specifications (including e.g. company, type, drawings) to be provided for review and approval.
  - Board indicated that unit owner will need to obtain village permit for work, likely including architectural review board approval given it is an exterior modification.
  - **Bob** to provide Information on replacement windows approved for unit 2 to be posted on WHQ website.
- Unit 10:
  - **Toni Schoen** to provide credit report of the company signing the lease and contact information for any potential tenant issues.