

Washington's Headquarters Board of Directors Meeting

February 21, 2018

MINUTES

Next meeting: Tuesday, 20 March, 8pm (Unit 2)

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

Excused: Jon Brose, Emily Wolf

WHQ Board minutes: January 17, 2018 minutes distributed electronically and posted as presented.

Finance and Insurance:

- January receipts and disbursements distributed electronically to Board and CPA; no issues raised.

Brooker Engineering:

- Ken talked to Brooker:
 - Brooker spoke to town, and will incorporate town requirements, agreed to file drainage requirements with the village engineer;
 - Strategy of doing a comprehensive filing discussed, and agreed to keep separate;
 - Fee will have to be filed for permitting, but should be clear on timing for work as permits expire; agreed to be done by 15 March, with 1 April for complete bid package (plan for four week bidding period);
 - **Ken** will write up bid package for next meeting; Eve indicated that she knows and spoke to potential bidders (Vinny Civitano, Tom Bucci to be included as well);
 - Drawings for filing with Architectural Review Board will require some more details (e.g. on cap stones); **Dale** to confirm whether to retain architect for the process;
 - WHQ needs to confirm planned timing and information on gas line plans; **Ken** to request Brooker to include gas line in drawings as extension of existing main; Plitnick will require drawing to take to ConEd.
- **Eve** to contact Ken to follow-up on the documents filing process with Dobbs.
- **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.

Pool:

- Dale signed off on 2018 DOH pool renewal; pool to be opened for the season as usual in early April, independent of whether heating working.
- **Margaret** to remind H2O that tiles need to be cleaned before pool is filled.
- **Margaret** to contact Neves to provide proposal for pool cleaning services to compare to H2O costs.
- H2O maintenance proposal received with same costs as 2017; decision on hold until bids for comparison received.
- John Petroccione has submitted proposal to DOH for pool heater replacement approval; phase 1 limited to replacing the heater with new heat exchanger / oil burner; phase 2 includes replacement of the pump, as well as replacement of plumbing to obtain code compliance, including installation of code required gauges and meters; phase 3 is for the salt system.
- **Margaret** to issue bidding for work next week to pool companies as complete package, and include request for maintenance costs.

Landscaping:

- DeerTech SavATree tick application approved by Board.
- Adams Tree Service 2018 plant health care program approved on pay-as-we-go basis.
- All 2017 approved pruning and take-downs completed by Adams Tree.

Miscellaneous:

- Tennis:
 - Oval opening/closing costs and seasonal maintenance proposal approved (court opening costs of \$2,200 are \$200 higher than 2017; maintenance of \$165 per visit is \$10 higher than last year plus cost of calcium chloride).
- Electrical:
 - Scotty Electric was requested to find acceptable replacement fixture for the street poles and submit proposal for material and installation.

Unit Issues:

- Unit 8:
 - Margaret provided tenant with information needed and name of window company used by Bob Murray (Marvin).
 - Nothing new received from homeowner regarding specifications on windows/doors indicated as planned to be replaced.
- Unit 10:
 - New tenants approved, rental and move-in fee received.