

Washington's Headquarters Board of Directors Meeting

May 24, 2018

MINUTES

Next meeting: Wednesday, June 20, 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: April 24, 2018 minutes distributed electronically and posted as presented.

Finance and Insurance:

- April receipts and disbursements distributed electronically to Board and CPA.
- WHQ HOA insurance renewed with Philadelphia, through Donn Gerelli Associates with an increase in annual premium of \$3,510.49 over 2017 effective May 15th.
- **Margaret** to check with Donn Gerelli Associates on what would be a threshold amount of claims that would result in an increase in annual premiums.
- Bob explored finance options on project costs with banks (Chase, Capital One, M&T):
 - maximum term any bank would consider is likely ten years;
 - current rates between 4 to 6.5%;
 - size of loan might be pegged to value of properties;
 - option of sequential loans could reduce impact on increase of common charges;
 - option for homeowners to obtain their own financing to pay their share;
 - option to consider assessment instead of loan
- **Bob** to further develop scenarios for Annual HOA meeting in September
- **Margaret** to check with Jay Menachem on tax implications of handling costs through an assessment instead of a loan

Brooker Engineering:

- Invoices for pending payments to Brooker still on hold until cleared by the Board for payment; pending further revision of drawings for second and third phase of work (final bill to be reconciled).

- **Board** to provide feedback on bid package prepared by Ken for the drainage work (surveying, marking, cutting, excavating, piping, hookups, backfill and pavement patching).
- **Ken** to circulate an update on Brooker engineering
- **Ken** to follow up with Brooker on qualified bidders (as condition for release of payment) to extend list of potential bidders, Vinny Civitano Landscaping, Tom Bucci Excavating, Adamo Construction.
- **Ken** to request 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.
- **Ken** to reach out to WHQ insurance provider on insurance implications.

Pool:

- Pool water heater furnace repaired by Plitnick Plumbing using parts from another furnace, with a new thermostat installed
- Department of Health approval of plans to replace furnace with new furnace still pending
- Board agreed that maximum temperature of the pool to be set to 84
- **Margaret** to send out message to homeowners on pool operations, reminder about testing and logging, as well as tennis court

Landscaping:

- Civitano planting various colors of vinca throughout property; homeowners were given opportunity to opt-out of foundation planting
- Adams Tree has been asked to do a full property review, as well as comment on the willow
- Civitano was asked to provide proposal for boxwood replacement
- **Margaret** to inquire with Garrie Pest Control on treatment options against ants
- **Margaret** to check with Civitano on whether cleaning of patios included in services

Miscellaneous:

- Storm Damage:
 - Margaret returned adjuster's report to Donn Gerelli since it does not include accurate numbers and all parts of the repair.
- Tennis Court:
 - Oval Tennis behind schedule due to weather, but indicated WHQ will be up and running as soon as possible

Unit Issues:

- Unit 13:
 - Homeowner inquired on procedure regarding trash/re-cycling pickup; Board confirmed schedule in line with village schedule; **Uwe** to add link to Dobbs Ferry village website on WHQ website