WASHINGTON’S HEADQUARTERS

BOARD OF DIRECTORS MEETING

July 17, 2019

MINUTES

Minutes will be edited and distributed shortly.

**FINANCE/INSURANCE**

June Receipts & Disbursements distributed electronically to Board and CPA. Bob approved.

Jay Menachem has begun working on the EOY 6/19 audit.

Jon will go to Chase to be added as a signer on the account.

**Discussion and examination of the budget.** Discussed budget for courtyard landscaping. Proposal to have boxwood replaced as well as have perennials. Request for Vinnie to give a list of plants that are deer resistant.

Question about whether we should examine the landscaping contract. Decision to bring up issues about damage during snow removal. Contract specifies any damage will be addressed by Memorial Day. Jason will review the contract with Margaret, Dale and Civitano, and see if there are things we can refine and realize a cost benefit.

Discussion about management fees, increase of 33%. Margaret described rationale for increase in fees, and suggested the board discuss the proposed increase.

All agree to provide notification to homeowners that we are intentionally putting beatification of landscaping on hold until end of improvement phases.

Resolution: Objective is to keep common charges where they are and keep a balanced budget. Ken makes a motion, Emily seconds. Find money for reserves.

Board discussed closing and opening pool strategically to keep the budget down.

Ken proposed a CapX fund separate from the operating fund and reserve.

Suggestion of 8 – 9 k as a minimum budget number for annual reserve contribution was made.

Intention to address water hydrant issues, moving off the property and offloading cost to village of Dobbs was discussed again as part of the capital improvement project.

**CAPITAL IMPROVEMENT PROJECT**

Suggestion was raised to retain a lawyer to address the sewer line. The Village has not responded to any of our inquiries. John can call a lawyer he recommends to retain and write letters.

Town first advised Eve that we do not need Planning Board approval. They never told us we need approval. Ken had conference calls. Broker will give list of deliverables sent to the town and making a filing. Town meets first Thursday every month – unsure if meeting in August. Eve believes it’s an evening of approval. The possibility of getting pushed back until September was discussed and Adamo was informed that it might have to be pushed back to September.

Mgmt has contacted Antonio Vieira, Greenburgh Town Assessor for list of neighbors to notify within 200’ radius of WHQ, will follow up tomorrow.

Items not address in upcoming meetings; requesting Dale spec brick and capstone (DF ARB needs visuals)? Landscape architect on transplanting plans for new.

Regarding outstanding payments to Brooker; Ken recommends releasing half the funds that are owed. Ken requested reconciliations, waiting for it to come back, once reconcile we can release half the funds. All are in agreement.

**POOL ISSUES**

Mgmt. spoke with John Petroccini, his response is expected next week. Should investigate if John owes us a response, and continue to shepherd this project through the dept of health.

Scotty Electric repaired lights in pool room, outlet at the entrance needs a cover and repair. Light posts on Broadway are not working, possibly change the fixture or bulbs.

**LANDSCAPE ISSUES**

Addressed above

**MISCELLANEOUS/ UNIT ISSUES**

Motion to distribute ARB application to community and post on website. Newsletter recap, delay in capital improvement, landscaping in courtyard, ARB application.

Unit 6 Air conditioning condenser issue resolved

repair of bedroom window trim on list for Samar Painting.

Board agreed to pay $500 toward the expense of moving the compressor, IF they put in a claim, board will pay for the claim.

Unit 10 Utility door has been replaced and painted

Unit 18 Mgmt. Per Garrie Pest this is an issue for a wildlife trapper.

Unit 19 Requests the stone in back yard be replenished