

Minutes
Washington Headquarters Monthly Meeting of the Board
March 8, 2022
7:00 PM

Attendees:

Jason (JG)
Benny(B)
Jon (JB)
Carlos (CP)
Phyllis (PF)
Len (LC)
Ken (KC)
Tom (TP) - FMG

Action items are highlighted in yellow.

1. February Board Meeting Minutes have already been approved and have been posted on the Washington HDQ website.
2. Financial balances from FMG were not ready for distribution due to the early monthly meeting date. FMG will send them later in the month to the Board.
 - a. TP will make sure that all work is completed before forwarding invoices to CP for authorization for payment.
3. Unit holder Issues
 - a. TP will meet with Brett (BWG contractors) to determine if there are any other steps/sills that need to be done on an emergency basis. TP will create a list of high priority masonry work as well as low priority masonry work.
4. Con Edison
 - a. Con Edison work crew will be on the property March 23 - March 25 to take out the underground transformer and replace it with an above ground one near the retaining wall. Electricity will be knocked out for some of the homes intermittently.
 - b. TP is to arrange a phone call between Con Ed engineer and KC to discuss elevation and location of the transformer before the work is done.
5. Capital Project

- a. One complete bid and one partial bid have been submitted to FMG. TP is expecting one additional bid for the work. TP will go through the bids and proposals and “level up” (determine that the scope of the work in all of the proposals is the same) all the bids.
 - b. TP will work with KC to schedule meetings with the contractors.
 - c. A motion was put forth by KC to approve the proposal from Booker Engineering that would assess and design the underground drainage system at the back of the property and behind the pool house. Their design will include a mitigation plan to divert excess runoff up to a specified quantity. It will be a significant improvement to the property. B seconded the motion and it was approved. (CP abstained). The drainage system will be included in Phase II of the Capital Project.
 - d. Financing of the project will be discussed at the next board meeting by CP.
6. Committees
- a. A Landscaping committee will be formed consisting of interested homeowners and chaired by PF to work on modernizing the landscaping at Washington HQ.
 - b. A Budget committee will be formed consisting of interested homeowners and chaired by CP to draft a budget for the HOA and review service providers, among other things.
7. Fiscal Responsibility: Tree Work, Pool Maintenance, and Insurance
- a. PF will get estimates from another arborist for the tree work that needs to be done on the property.
 - b. CP will get another estimate for the pool maintenance.
 - c. KC, B, and TP will interview new insurance brokers.

April Board Meeting
April 19, 2022
7:00 PM