

Minutes  
WHQ Monthly Board meeting  
December 20, 2022  
7 p.m.

Attendees:

Jdson (JG)  
Jon (JB)  
Phyllis (PF)  
Len (LC)  
Ken (KC)  
Greg (GN)  
Carlos (CP)  
Sixto (CS -FMG)

Action items highlighted in yellow.

1. There was no November Board Meeting.
2. For future board meetings, FMG will send the link with the date and zoom info to the Board Members in a timely fashion.
3. Financials
  - A. FMG (Karen or Dawn) will get financials (cash balance, reserve account numbers, etc.) to CP earlier in the month, at least 10 days before the board meeting.
  - B. Sixto will arrange a meeting with CP, Karen, Dawn to discuss this issue.
  - C. Sixto / FMG will maintain WHQ books and records accounting for vendors / consultants and contractors approved contract values, billings , proper retention , CO's, disbursements, remaining balances and verify that there are no overpayments or double bills from vendors.
4. Capital Project
  - A. A potential candidate for project manager will be vetted and her references will be checked by KC.
  - B. Phase 2A design is being developed by Brooker Engineering.
  - C. All requested information has been submitted to NY State DOT for approval of the Capital Project. We are hopeful for a decision shortly.
  - D. The Tree Commission requires a certified arborist.

- a. Sav-a-Tree certified arborist has submitted their estimate for tree removal.
  - b. Adamo will get another estimate for tree removal from another certified arborist.
  - c. The engagement of the Arborist, drawing and filing to the Tree Commission will be handled by WHQ.
5. Pool
- A. The Board is waiting on proposals from Lippolis and Duro for upgrading the pool heating and filtration systems. The main issue at this time is upgrading the amperage in the garage to accommodate the new equipment.
  - B. FMG to follow up with vendors to see when we will receive their proposals.
6. General issues
- A. JB and LC will work on a report to be posted on the WHQ website detailing specifics for homes, i.e., what can and can't be done so that the WHQ maintains a uniform look. For instance: doors, windows, roof, color, etc.
  - B. A break in a sewer line from above the Aqueduct caused sewage to bubble up on the central garden property. Dobbs Ferry DPW immediately came and cleared the clog which alleviated the effluent on the surface. However, the underground line remains broken and in need of repair by the Town. This is an ongoing issue to which WHQ is working with the Village to find a long term solution.
  - C. Ryan and Ryan has cleared the catch basins.
  - D. Board authorized FMG to engage Wayne to fix the exposed wires on the property. FMG to inform Wayne.
  - E. Board authorized FMG to seek proposals to fix light poles around the property.
7. Security around property
- A. FMG will ask the Dobbs Ferry Police to do drive-throughs around the property.
  - B. GN will call the police to discuss security with the homeowners.
  - C. CS will refer a security consultant to do a security audit for the property.
8. Gutters
- A. Leaf Guard assessed the property and determined that the shape of the roof would not permit the use of Leaf Guard.
  - B. CS will reach out to "Leaf Filter" company for a possible proposal from them.

Subsequent Board Meetings  
will be on the third Tuesday of each month