

# LONDON TERRACE

## *Towers News*

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**Nancy Frawley**



**Allen Maniker**



**Sylvie Destian**



**Thomas Arbuckle**



**Steven Engel**



**Kenneth Grau**



**John Gallen**



**Scott Koniecko**



**Rob Braverman**

## Board of Directors Election Results

**Nancy Frawley (405)** Nancy is employed by United Airlines and is the former President of her Union. This will be her tenth year on the LTT Board of Directors and seventh year as President.

**Allen Maniker (405)** Allen is an Assistant Professor of Neurosurgery at the New Jersey Medical School and maintains a private practice. This is Allen's eighth year on the Board and sixth year as Vice President.

**Scott Koniecko (410)** Scott has his own architectural firm, specializing in residential projects. This is Scott's seventh year on the Board and his fourth year as Secretary.

**Sylvie Destian (470)** Sylvie is an Associate Professor of Clinical Radiology at NY Medical College and Associate Chairman of the Department of Radiology at St. Vincent's Hospital. She is also a print-maker whose work has been shown in Europe and the US. This will be Sylvie's second year on the BOD and second year as Treasurer.

**Thomas Arbuckle (465)** Tom Arbuckle (465) is a self-employed real estate broker/consultant. For over thirty years, he was the managing director of The International Toy Center. He serves on the boards of the 23rd Street Association, McBurney YMCA and the Steering Committee of the Madison Square Business Improvement District. Tom sat on the Board of Managers for five years and this is his fifth term as a member of the Board of Directors.

**Steven Engel (465)** Steven owns and operates a film production company. This is Steven's third year as a member of the Board, representing 465.

**Kenneth Grau (Sponsor Representative)** Kenneth has been on the Board since 1995. He has his own law practice, specializing in residential and commercial real estate.

**Rob Braverman (Sponsor Representative)** Rob is a partner at Braverman and Associates, specializing in real estate law.

**John Gallen (Sponsor Representative)** John is a Certified Public Accountant. He has been on the LTT Board since 1998.

In addition, **Bob Kulikowski (465)** was elected by the Board of Directors as their representative to the Board of Managers. Bob is the Director of the NYC Office of Environmental Coordination. This will be his fourth year on the Board of Managers.

At this writing, the Commercial Unit Owners Annual Meeting have not held their meeting to elect their representatives to the Board of Managers.

# Happy Holidays

from London Terrace Towers Owners

## Time to Render Unto ...

The practice of tipping was brought home by free-spending Americans who traveled to Europe in the late nineteenth century. Given its medieval beginnings as a way for lords of the manor to show appreciation for their minions by allowing them a few extra coins, it's hardly surprising that the custom was slow to take root in the cradle of democracy. Today tipping is an entrenched part of our culture, partly because so many people in the service industries must depend on tips to augment their wages.

December is tipping season. During that period, in countless awkward exchanges, people offer their annual gratuities to those they've come to rely on, and in so doing, silently declare their allegiance to either Santa or Scrooge. Loyalties can be established or broken with the passing of an envelope. It is well known that nothing has yet been found to replace cash as the preferred currency of appreciation. But there is still the basic conundrum of holiday tipping, one that for many turns the simple act of holiday giving into a tense and socially perilous exercise: how do you measure up as a tipper when you suspect others are more or less generous?

New Yorkers report that it's a big ball of anxiety! If you ask a New Yorker, "What did you give the doorman?" they'll never tell you. Tipping presents the classic dilemma. Too low, and your tip can seem piddling in comparison with those of your peers. Too high and you feel taken advantage of! The ideal middle ground differs from neighbor to neighbor, and even within couples.

Michael Lynn, an associate professor of consumer behavior at Cornell University's School of Hotel Administration, who studies tipping, said holiday tipping is especially complicated because there are no standard rates. Outside of restaurants, there are too many variables for any simple prescription of how much to hand out.

Different buildings offer different levels of service. Some doormen or superintendents may be more helpful than others. Perhaps those who overpack their SUV on Friday nights in the summer — and unpack it on Sunday night — demand more attention than a resident who slips in and out with a duffel bag. Do you have everything - your groceries, cleaning, laundry, eBay and catalogue purchases, etc. - sent to be checked in, guarded by and presented by your lobby attendant? Do you rely on our porter and handyman staff for all your minor repairs?

You also must keep in mind that someone's good work may merit a Holiday tip, even if you haven't personally witnessed it. You may know your lobby attendants and office staffers but the porters, handymen and painters keep the building safe, clean and operational everyday.

Ask most Manhattan doormen how much you should tip, and he'll often demur. "There's no set figure," said Angel Sanchez, a doorman at a large building downtown. Pressed for a range, another doorman, who asked not to be identified for fear of upsetting his employer and residents alike, was similarly vague. For years, he said, he received a Holiday tip from an older tenant in the form of a check - for \$3 - and he was pleased to get it. Another tenant regularly awards him several hundreds of dollars in December. "No matter what, they receive the same service," the doorman insisted. "I don't know about the finances of the residents. That's not my business. My business is to do my job. I am grateful for every gift."

With all that being said, we consulted the 17th Edition of Emily Post's *Etiquette*. Here's what (in part) it says: "How much to tip residential building employees during the holiday depends on the custom in your city, the type of building, the size of the staff and the amount of time they spent helping you over the year. Employee seniority and any special services performed at the resident's request are also taken into account. If you've tipped employees throughout the year, then your holiday tip can be smaller."

Below are suggested ranges of guidelines that can be modified by your assessment of the service provided and your budget. If you unable to distribute your holiday gifts, the management office will distribute addressed gifts for you. Don't forget to sign your card in order for grateful staff members to be able to thank you!

Building Superintendent
\$50 - \$100
Lobby Attendant
\$25 - \$100
Porters, Handymen, Painters
\$20 - \$50
Health Club attendant
\$5 - \$20
Garage Attendants
1/2 the month rate
(divided among the attendants)

## Have Yourself a Safe Little Christmas

**Keep your holidays happy by developing  
a holiday safety plan for you and your home.**

Start with your tree. If it's a natural Christmas tree, keep it away from heavy traffic so it won't be bumped into. Make sure the tree is protected from electric heaters (and fireplaces, if you are lucky enough to have one!). Never use lighted candles to decorate a live or artificial tree. Purchase a tree bag to put in place around the bottom of the tree while it's still supple.

### Natural Tree Care

- Cut 1 to 2 inches off the trunk for better water absorption
- Place the tree in a stand that holds at least 1 gallon of water
- Mix recommended nutrients into water
- Monitor the water level daily

When decorating your tree, use only UL-approved lights, which signifies the lights have been properly tested and meet specific safety regulations. Use no more than three strands of lights linked together and avoid placing paper ornaments on tree lights. Over time, the bulbs can become hot enough to light thin paper ornaments on fire.

If your decorating ideas include plants to add holiday color to your home, bear in mind that several holiday-associated plants like mistletoe and poinsettias are poisonous to small children and pets.

### Apres Christmas

Despite doing all the right things, your once-fabulous tree may now be covered with sharp needles. Wear heavy gloves and a long sleeved garment when taking down the tree. Then simply raise the bag you placed around the bottom of the tree when you put it up and tie the end.

**Do NOT leave the tree in the hallway or in the trash area in the stairwell. It is a fire hazard and will not win you friends on your floor! Either bring it down to the basement or call the office to ask for porter assistance.**

Dear Fellow Shareholders:

Thanks to all who participated in the Annual Meeting either in person or by proxy. While I would have preferred to see you in the auditorium, I thank all of you who could not make it to the meeting but sent your proxy with someone who could!

At first, we thought we didn't have a quorum. A recount showed that we just barely achieved a quorum, with 55.27% of the outstanding shares represented. If just three one-bedroom apartment owners and one studio owner had not participated, we would not have had a quorum. That would force either an adjournment to schedule another Annual meeting or simply rolling over the current BOD to the next year.

The Sponsor, while only owning 19.58% of the property, accounted for 35.43% of the shares voted at the meeting. As they sell more apartments, the need to work harder to achieve a quorum each year will become necessary. Ron Mayer (410) made the suggestion that volunteers conduct a more aggressive proxy drive. It is a great idea and we hope many of you will volunteer.

There were nine candidates for the nine seats on the Board. Those in the room declared by acclamation the election of all the candidates. The Sponsor retained its three seats they held before the meeting.

As of this writing, we have not yet approved a budget for 2005. We will be meeting on December 14th to set the budget. Our financial analysts and we must look at realistic projections. The Board always looks to minimize increases, if any, in the maintenance level. Among the principal items that may affect our 2005 maintenance are:

- We are in the second year of a three-year union contract with our lobby attendants, porters, painters and maintenance staff, with an increase of 3.5% next year. Payroll accounts for approximately 21% of our budget.
- The City of New York has determined that the tax abatement programs will remain in effect but they have increased the taxable property values which may result in real estate tax increases. Taxes account for approximately 24% of our budget.
- Water and sewage cost increases; and
- Insurance rates.

The good news is that our refinancing of the underlying mortgage added \$4.4 million dollars to our reserve fund and saves \$165,000 per year in debt service.

The Board of Directors wishes each of you Happy Holidays and a prosperous, healthy New Year.

Yours very truly,



Nancy Frawley  
President, LTTO, Inc.

# This and That at London Terrace Towers

**If you have recently moved in, changed your phone numbers at work or home or changed your email address, please contact the office with your information.** It is imperative that we have your contact information for emergencies. You can email this information to [heather.johnson@ellimanpm.com](mailto:heather.johnson@ellimanpm.com)

**In an effort to reduce the amount of paper we use and alleviate the number of notices you receive, we will no longer put notices for routine matters under your doors. This includes things like notices concerning work going on in neighboring apartments, planned water interruptions, etc.** We will be posting this information on the LTTNews near the elevators or by email. If you would like to be on our email list for updates, please send your email address to [heather.johnson@ellimanpm.com](mailto:heather.johnson@ellimanpm.com)

**Please call the office to schedule an appointment** if you are having problems with your radiator valves.

**If you have a work order request,** do not leave a message with your lobby attendant. You must either call the office or email the office using the work order form on our website: [www.londonterrace-towers.com](http://www.londonterrace-towers.com)

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Contact Edward Maichin at: [d1maichin@aol.com](mailto:d1maichin@aol.com)

Nancy Frawley (405)  
President

Allen Maniker (405)  
Vice President

Scott Koniecko (410)  
Secretary

Sylvie Destian (470)  
Treasurer

Thomas Arbuckle (465)  
Resident Member

Steven Engel (465)  
Resident Member

## Winter, Heat and London Terrace

Our boilers are equipped with sensors on the outside of the building and are computerized to respond to outside temperatures according to the laws of New York City. From October 1st to May 31st, all NYC buildings are required to keep buildings at 68 degrees or warmer between 6 AM and 10 PM, if the outside temperature falls below 55 degrees; and at 55 degrees between 10 PM and 6 AM if the temperature outside falls below 40 degrees.

Every fall and winter, there are residents who - at the very same time - report they are either too hot or too cold. This is predictable as our buildings are heated from one source, with the resident able only to control whether the heat is on or off. It is not possible to regulate the exact temperature for individual apartments. It is also true that those apartments who face the sun are generally hotter than those who face north. These are simply the facts here. So we carefully follow the law. The amount of heat is automatically supplied.

Many residents are sensitive to the cold - and others to what they consider excessive heat. For those who want more heat, we suggest that you get an individual space heater. They now make models that are quite small, safe, very effective, inexpensive and widely available. Those of you who think they are too warm have reported that they simply turn off their radiator. Leaving your window open - or running your air conditioner - and keeping your heat on is the worst solution. Energy is literally flying out the window and adding to the cost of your maintenance bill.

And everyone should make sure their radiator valves work! If you think that you get too much heat, most likely it is a result of a faulty valve. If you are unsure, please call the office to arrange for a handyman to check it out.

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## Save Energy & Reduce Maintenance Fees

### Let's eliminate wasted energy...

With winter almost upon us and fuel oil at the highest levels in recent memory, there are things you can do, with minimum effort, to help save energy and increase in the cost of maintaining the cooperative.

- **Turn off lights in unoccupied rooms.** Do you leave several lights on for your pets when you leave for work?
- **In the laundry room:** Use the cold water cycle, wash only full loads, avoid oversudsing, dry similar items together in full loads, select the correct drying time and clean the lint filter after each load to maintain airflow and maximize efficiency.
- **Shorten showers.** Simply reducing that lingering time by a few minutes can save hundreds of gallons of hot water per month. Showers account a huge portion of our water heating costs.

### Use appliances efficiently.

- **Do only full loads when using your dishwasher.** Set the dishwasher to the automatic air-dry switch (drying uses more energy than washing!). Use the cold water setting when you can. Using cold water reduces energy use by 75%.
- **Clean your refrigerator coils** (they are in the back of or rear of your unit) twice a year, more often if you have pets. Dusty coils cost 25% more to operate. Keep your refrigerator full as less cold air is lost when opening the door in a filled refrigerator because the food helps retain the cold. Refrigerator settings should be at 37 - 40 degrees and freezer settings should be at 0 - 5 degrees.
- **Use your microwave when you can.** They use one-third the energy of a convection oven and two-thirds of conventional ovens.
- **Oven** Don't preheat the oven when it's not necessary. Cook by time and temperature. The temperature drops 25 - 30 degrees each time you open the oven door.

- **Put your computer and monitor to sleep.** Most computers come with the power management features turned off. On computers using Windows 98/ME/2000, open your power management software and set it so your computer goes to sleep if you're away from your machine for 5 to 15 minutes. Those who use Macintosh computers look for the setting in your Control Panels called "Energy Saver" and set it accordingly. When you're done using your computer, turn it off (see next tip) do not leave it in sleep mode overnight as it is still drawing a small amount of power.

- **Plug "leaking energy" in electronics.** Many new TVs, VCRs, chargers, computer peripherals and other electronics use electricity even when they are switched "off." Although these "standby losses" are only a few watts each, they add up to over 50 watts in a typical home that is consumed all the time. If possible, unplug electronic devices and chargers that have a block-shaped transformer on the plug when they are not in use. For computer scanners, printers and other devices that are plugged into a power strip, simply switch off the power strip after shutting down your computer.

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## Paper or Plastic Tracking the Recycling Rules Changes

Recycling is good for the environment—everyone knows that. But it can be a pain keeping track of the changes—one year it doesn't include glass or plastics, the next, glass and plastics are back; one year, you recycle newspapers, the next, you recycle "mixed papers" as well. And if this is confusing to the ordinary New York cooperators, it's doubly challenging for building managers...and the staff who does the work.

The city passed its first recycling law—Local Law 19—in 1989. At the time, the city was faced with dwindling free landfill space of its own and increasing reluctance on the part of many out-of-town communities to accept the city's garbage in their landfills. Tough air pollution requirements had been enacted that discouraged incineration—many folks who grew up in apartment houses before that will remember throwing trash "down the incinerator." But in order to save space and engender compliance, recycling collection was phased in neighborhood by neighborhood, with the city sponsoring outreach programs to churches, schools, senior centers, neighborhood associations, and building associations.

The current recycling program—which is administered by the Department of Sanitation—has changed somewhat over the years. The types of materials that are being recycled and the frequency of recycling has generally increased, though in July of 2002, in the aftermath of 9/11, the city temporarily suspended glass and plastic recycling collections because of a severe budget crunch. Collections of plastic resumed in July 2003, and glass recycling, as well as weekly pickups, resumed in April 2004.



### From Milk Cartons to Clothes Hangers

Today, materials that must be recycled include newspapers, magazines and catalogs; white or colored paper; smooth cardboard; paper bags; flattened cardboard; metal cans; foil scraps; plastic bottles and jugs; glass bottles and jars; milk and other beverage cartons; and household metal, such as wire hangers and metal appliances. No batteries, light bulbs or Styrofoam are permitted in the waste stream.

Recycling advocates will say that the city's biggest sanitation-related expenses are not recycling-related, with the biggest expense being exporting our garbage out of the city to incinerators or landfills. It costs the City about \$350 million dollars a year.

### Becoming Cost Effective

Fees that the city pays recycling plants have come down quite a bit—the Sanitation Department itself says that two years ago it was paying more than \$100 per ton for metal, plastic and glass. Today these costs are about \$50 per ton.

### Benefits of Recycling

The benefits of recycling are self-evident. It turns waste materials into usable material, saves energy and minimizes the impact of waste that is put into the earth, burned into the atmosphere or leaks into the water supply, creating harmful pollutants. In addition, it saves money, and as technology improves, it can save the city even more. And if not for recycling, many useful materials that would otherwise have been wasted find a second, useful life.

Deborah Masters, an activist with Neighbors Against Garbage (NAG), believes that recycling also saves New York from being "totally unpopular with the states that surround it. A lot of landfill goes to Pennsylvania, Ohio, West Virginia." Many readers will recall the "garbage barge" full of New York City trash that was forced to go from one place to another until it found a landfill that was willing to accept its load.

Recycling is here to stay and we do our best to enforce the rules. In some co-ops, the maintenance staff has ID'ed offenders by reading the address labels on improperly disposed of magazines and circulars. We haven't had to resort to that yet BUT the trash areas have steadily become, well, more "trashy."

While it's good to know that the city is saving money as a result of recycling, it is costing us more here at LTT. When residents don't follow the rules, it requires additional time for our very hardworking porters to accomplish their jobs. Additional time sometimes means overtime pay. It always means we collectively have to pay for it. It also means that they

cannot do other scheduled work in a timely fashion. Time and money are inextricably intertwined.

Your neighbors don't appreciate a messy trash area either. Some trash attracts creatures no one likes seeing. Trash (like furniture, large boxes, books, old clothes, every magazine you've ever gotten, etc.) left on the floor is a fire hazard. Leaving trash on the floor near the stairs is dangerous and your neighbors can trip over it. It is always rude and inconsiderate. If any of the above sounds like you, please take this to heart and consider our employees and your neighbors.

## Don't Throw Away Your Old or Non-Working Computer

**Computers, monitors and printers have cathode ray tubes, circuit boards or other electronic components that contain hazardous materials such as lead, mercury and cadmium. Though safe to use, electronic items can pose dangers to the environment when not properly discarded. So the next time your computer equipment gives out, or you upgrade to a newer model, consider these alternatives:**

- Recycle your unwanted computer, monitor and printer through a manufacturer-sponsored, take-back program. Most charge a processing fee and some restrict the brands they will accept. Dell and Hewlett-Packard can provide a home pickup service. For more information, call these companies.

**Dell:** [www.dell.com/recycling](http://www.dell.com/recycling)

**Epson:** [www.epson.com/recycling](http://www.epson.com/recycling)

**HP:** [www.hp.com/recycle](http://www.hp.com/recycle)

**IBM:** [www.ibm.com/environment/products/ptb\\_us.shtml](http://www.ibm.com/environment/products/ptb_us.shtml) or call 888-SHOPIBM

**Lexmark:** [www.lexmark.com/US/corporate/printer\\_recycle.html](http://www.lexmark.com/US/corporate/printer_recycle.html)

**MPC:** [www.mppcorp.com/services/shared/recycle.html](http://www.mppcorp.com/services/shared/recycle.html)

- Donate your unwanted but working electronic equipment to a charitable organization. Materials For the Arts, Nonprofit Computing and the National Cristina Foundation are a few examples of organizations that accept donations. For a list of organizations, visit the Department of Sanitation's NYCWasteLe\$\$ website at [www.nycwasteless.com/indiv/donations.html](http://www.nycwasteless.com/indiv/donations.html)

- List unwanted but working computer equipment on a free, online materials exchange service, such as [www.newyork.craigslist.org](http://www.newyork.craigslist.org) or [www.freecycle.org](http://www.freecycle.org)

- Recycle your old computer equipment at one of NYC's electronics recycling event this Fall. The NYC Department of Sanitation, along with support from Dell, Lexmark and the National Recycling Coalition, will assist with no-charge, electronics recycling events. For exact times and dates, call 311 or visit [www.nyc.gov/sanitation](http://www.nyc.gov/sanitation)

## London Terrace Towers Sales Comparisons

Year	1997	1998	1999	2000	2001	2002	2003	2004
<b>Sales (in Dollars)</b>	6,367,200	8,316,000	15,094,821	9,464,000	10,572,500	21,287,500	23,337,113	27,761,054*
<b>Number of Shares Sold</b>	26,985	27,081	34,646	19,655	17,421	32,685	36,372	37,193
<b>Average Value Per Share</b>	236	307	436	482	607	651	642	746

\* through 10/04

# Health Club

## Surviving the Winter Wing Kee Kwok, A. F. P. A.

During the winter months, most of us are moving our activities indoor. There are numerous gyms and health clubs in our neighborhood, even new and trendy ones. If you are considering joining one of these clubs, please consider the traveling time as well as the time in the changing rooms. You have to add a considerable amount of time to your schedule. Now, consider our own Club! It is only steps away from your home and you can actually come in your workout gear. Besides, our club costs only a fraction of what others charge! Come and join us to keep fit during the cold winter months!

We are constantly improving the equipment at our facility. Already in place are additional cardiovascular equipment and strength training circuit machines. Two more Cross Training machines have been ordered, as well as a collection of exercise accessories. We hope that this will help us to achieve better fitness and health.

### Here are a few ideas in utilizing the equipment at the Health Club:

- 1. When performing a certain exercise,** it is always advisable to engage a full range of motion. Some may think that increasing the amount of resistance is a measure of improvement. This is simply not true. It does not produce any benefit at all.
- 2. All the Circuit machines at the Health Club bare diagrams of performing the exercise.** Please verify the validity of these instructions. Some of these machines have been in existence for a while and new theories have been developed since. For certain machine, a different posture might produce better results.
- 3. Regarding the Machines, more than one exercise can be performed** than the one for which it is designed. For an example, on the Abdominal Crunch Machine, the oblique muscles can be trained as well as the abdominal muscles. Also, a different position height can train a different part of the body.
- 4. It is always advisable to add variety to a workout.** There is more than one way to perform an exercise. To train the chest muscles, using the Cross Cable Machine or dumbbells can produce the same workout as bench pressing at the Smith Machine or the Chest Press Machine. Different apparatus will train the muscles in a slightly different way. By engaging different methods will produce a more well-rounded result. Besides, it prevents staleness in the workout program!
- 5. After a period of time, one may want to vary the ratio between repetitions and resistance.** This will generally help in overcoming the problem of being stuck at a training plateau.
- 6. Do keep in mind the importance of warming up, stretching and cooling down!** These will prevent any unnecessary injuries!

If you have any question about these points, please consult the staff. We are also providing a workshop to discuss and demonstrate different ways of training. You are welcome to join us and please note the posted schedules.

**We are also planning new programs for the New Year. Hope to see you at the Club!**

**Gym Hours: Monday through Friday: 6:00am - 10pm, Saturday & Sunday: 8am - 8pm. Pool Hours: (closed Wednesdays) Monday, Tuesday, Thursday, Friday: 6:30am - 10 pm, Saturday & Sunday: 9am - 6:45pm.**

## Major High Line Announcements

In October, Friends of the High Line (FHL) and the City of New York announced three major advances for the High Line project:

- The City of New York has committed a total of \$43.25 million in capital funds for the High Line's design and construction.
- The State of New York and CSX Transportation, the railroad that owns the High Line, have joined the City in a legal filing seeking permission to transform the High Line into public space through the federal rail-banking program. The City began the rail-banking process in December of 2002, when it petitioned the federal Surface Transportation Board to grant a Certificate of Interim Trail Use (CITU). The recent filing adds crucial State and railroad support.
- The City and FHL have selected a design team led by landscape architecture firm Field Operations with architects Diller Scofidio + Renfro to design the High Line's conversion to public open space.

The High Line project still faces hurdles. They need to raise private matching funds for the balance of design and construction costs; to secure a federal regulatory approval on the rail-banking petition; and to continue to raise funds for FHL (none of the City's new funding commitments can be used to support FHL programming or our staff's efforts to drive this project forward).

### If You Want To Donate To Friends Of The High Line...

**Though the future of the High Line looks much brighter now that the City of New York stands behind efforts to create a great new public space on the structure, the project still faces many legal and financial challenges. Their contact information is: 430 West 14th Street, Suite 304, New York, NY 10014, (212) 206-9922, (212) 206-9118 fax, [info@thehighline.org](mailto:info@thehighline.org), <http://www.thehighline.org>**