



www.midboro.com

# THE CO-OP & CONDO COMMUNICATOR

Summer 2016



PROUDLY SERVING THE REAL ESTATE COMMUNITY FOR OVER 50 YEARS

## STAR Program

STAR is New York State's School Tax Relief Program that includes a school property tax rebate program and a partial property tax exemption from school taxes. All New Yorkers who own and live in their one, two, or three family home, condominium, cooperative apartment, manufactured home, or farm dwelling are eligible for STAR on their primary residence. There are two parts to the STAR property tax exemption: The **Basic STAR** exemption is available for owner-occupied, primary residences regardless of the owner's age, where the income of the owners and spouses who reside on the property does not exceed \$500,000. The **Enhanced STAR** exemption is available for the primary residences of senior citizens (age 65 and older) with yearly household incomes not exceeding a statewide standard. For property owned by a husband and wife, or by siblings, only one of them must be at least 65 years of age as of December 31 of the year in which the exemption will begin to qualify for the Enhanced exemption. Their combined annual income, however, must not exceed the STAR income standard. New York State has changed the STAR application process. Any applicant who applied after March 15, 2015 must apply directly on the New York State website (<https://www.tax.ny.gov/star/>). For new applicants, it's now called the STAR Credit Program. If you qualify, you will receive a STAR credit in the form of a check, rather than receiving a property tax exemption that is applied to your account by Midboro. We will send a separate notice to all owners regarding the new application process and the new requirements.

## Avoid Late Fees

Setting up online payments avoids unnecessary late fees. We encourage all shareholders and unit owners to sign up with our user friendly online payment system ClickPay. You can arrange monthly payments based on the amount billed to you, monthly payments for a fixed amount, or you can arrange one payment at a time. In addition, ClickPay features include sending email alerts to view your bill and paying via debit/credit card (a ClickPay transaction fee of 2.95% will apply). Set up your online payment today at [www.midboro.com](http://www.midboro.com).



## Smoke/Carbon Monoxide Alarm Maintenance

Test all alarms at least once a month, even if your alarm uses a long-life battery. It only takes a few seconds. Replace batteries twice a year if your device does not have a 7 or 10 year battery that has not expired. "Chirping" alarms are a warning that the battery is low. Replace the battery immediately. Clean your smoke alarm by dusting and vacuuming.



## Service Interruptions

Every now and then your building may need to do a water, boiler, hvac or elevator shut down to repair, clean or perform preventative maintenance to different mechanical systems. We appreciate your patience during those times as we make adjustments that will be helpful to the long-term health of your building's plumbing, mechanical and hvac systems.

## Message from Michael J. Wolfe



The apartment alteration process can be frustrating and time consuming. We wish to help you expedite the process. The initial alteration application is typically processed within 2-3 business days by your management team.

Depending on the extent of the work, many alteration packages are submitted to the building's reviewing architect to ensure that the building is protected with respect to the building structure, building systems and adjacent units as well as being code compliant with the Department of Buildings, the Landmarks Preservation Commission and other governing agencies.

Alteration processing at times can be prolonged. Typically it takes 1-2 weeks for an architectural review. Completion of the review is contingent on how complete the submission is from the owner's architect. The process usually takes no more than 2 reviews for a standard and minor alteration.

A conversation with your Account Executive prior to paying for specs and plans being drawn will prove helpful to avoid rejections resulting in delays.

Our responsibility is to make sure the process is seamless and protects you, your neighbors and the building.





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## Improvements & Alterations

If you are considering having work done in your apartment, it is imperative that you contact your Account Executive to request the appropriate alteration application (also available at [www.midboro.com](http://www.midboro.com)) which sets forth all renovation requirements established by your cooperative or condominium. Even minor work, such as painting, may require a decorating agreement and a certificate of insurance. Building alteration guidelines are set up to protect you and your neighbors. The governing documents of your building require Board approval before alteration work can begin.



## Don't Miss Out!

We encourage all residents and owners to register on "Midboro Online". Once you log onto [www.midboro.com](http://www.midboro.com) go to the "Client Portal" tab located on the upper right hand side and then click "Midboro Online" to register. Registering for "Midboro Online" will ensure that you receive email notifications such as *emergency alerts, service shutdowns/interruptions*, or other news affecting your building. You will also be able to access building documents and building contact information online. Buildings that already use an online management system (i.e. Buildinglink or Mybuilding.org) will continue to use those platforms. Midboro Online will be used as an additional resource.

## Subletting/Subleasing

"Micro" leasing is prohibited by almost all Coop and Condos in New York City. If you are interested in subletting/subleasing your apartment you must obtain Board approval if permitted in your building. Violation of your building's rules and leasing policies are subject to the imposition of administrative fees or fines by the Board. For more information on your building's leasing policies please visit our website at [www.midboro.com](http://www.midboro.com).

## CONTACT US:

**Billing:** Questions pertaining to your monthly bill should be emailed to [ar@midboro.com](mailto:ar@midboro.com).

**ClientCare:** If you have any questions, concerns, suggestions or complaints that are not being addressed by your management team, you may contact our executive team at [clientcare@midboro.com](mailto:clientcare@midboro.com) to address your needs. Our Client Care email address is set up to provide an additional layer of support to the residents we serve.

**Purchase, Sublet, Refinances:** Questions pertaining to purchase, sublet, and refinance applications should be sent to [closings@midboro.com](mailto:closings@midboro.com). This is a distribution email to all the members of the Transfer Department who will respond accordingly to your requests.

**Website Inquiries:** Questions/ issues pertaining to how to register for "Midboro Online" can be sent to [webadmin@midboro.com](mailto:webadmin@midboro.com).



Please be reminded that during the summer months Midboro's office closes at 2pm on Fridays.

Have a wonderful summer!

Turn Over