

THE OLYMPIC TOWER TIMES

BOARD OF MANAGERS:

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A word From the President of the Board of Managers...

Dear Fellow Residents,

The lobby and corridors are 99.9% completed. Our in-house Project Manager is working directly with the subcontractors to complete the remaining items.

In response to feedback, comments and suggestions from unit owners, Mrs. Schlossberg is heading a committee comprised of three other unit owners that is considering some design element changes in the main lobby.

Specifically, the Committee is: Looking into adding a bolster to the couch; considering using our other tapestry in the lobby; investigating a chandelier alternative and possibly adding additional furniture.

The next phase of this project is the refurbishment of the elevator cab interiors, which should begin this month. Selldorf Architect is designing the cabs in keeping with the design elements of the main lobby and corridors.

While the refurbishment of the lobby, corridor and elevators are “front and center,” this newsletter will also inform you of some of the other exciting changes that are taking place with our condominium.

As always, your comments and suggestions are welcomed to further improve our building.

Sincerely,

Fred G. Peelen

Fred G. Peelen, President
Board of Managers

Verizon FIOS Event....

On Monday, October 20th, from 5PM to 9PM, Verizon representatives will be in the lobby to demonstrate Verizon FIOS, answer questions and take orders. Currently, only internet and phone services are available, but Verizon estimates that FIOS TV will be ready in December or January. We will notify all residents as soon as it becomes available. A Verizon FIOS invitation to the event and informational flyer is attached to this newsletter.

Also during this event, our Chief Engineer, John Lindstrom, will be available to answer any questions you may have regarding the wiring of Verizon FIOS throughout your apartment. Our General Manager, Gene Bellon, will also be on hand to speak to you about any other operational questions, comments or issues. See you there!

Keytrak Fully Operational...

The Concierge is waiting for you to give them the keys to your apartment!

Did you know that the By Laws of the Condominium require that each unit owner provide the Condominium with a set of keys to be used in the event of an emergency?

Just imagine the contents of your apartment being destroyed by water rushing down from the apartment above or the staff's need to enter an apartment for some other exigent situation, but the staff is unable to immediately access the apartment because the owner did not provide the Condominium with a set of working keys.

The Board took steps to protect unit owners by installing a state-of-the art key tracking system to ensure that 100% of the unit owners comply with the By Law requiring them to provide the Condominium with a set of working keys.

This system will provide the key security and tracking necessary to overcome any non-compliance excuses. Here follows a brief explanation of Keytrak's high level of security.

Only an *authorized* staff member can obtain a key from the locked Keytrak drawer, but he/she must provide fingerprint identification and indicate the reason for taking out the key. When the drawer opens a light shines only on the key that has been authorized to be removed. Therefore, no one can take the wrong key or identify other keys than those that are authorized to be removed.

Additionally, since neither the drawer slots, nor the key rings themselves indicate apartment numbers, keys remain unidentifiable and therefore secure in the event the drawer is broken into or if a key is lost.

At the end of each day, a staff member reviews a report of all keys that have not been returned to determine if follow-up with the unit owner is required.

Caryl Hock or the General Manager are more than happy to answer any questions you may have relative to this system or even demonstrate the system to you.

If you do not have a working set of keys in the system, please give the Concierge a set AS SOON AS POSSIBLE. Emergencies are not planned events!

Reminder – No Moves/Work Dates...

There will be no moves in/out and no apartment construction in observance of Yom Kippur on 10/9 as well as on 10/13, in observance of Columbus Day.

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October 2008

Providing You With A Higher Level Of Concierge Services....

Effective October 1, 2008, Abigail Michaels Concierge (AMC) will provide back office support and regular training to our Concierge Staff so that we can offer all residents five-star style services from practical to unpredictable. More information about AMC is available at their web site (www.abigailmichaels.com), but all requests must be made through our Concierge Desk/Staff.

Abigail Michaels has set the standard for luxury residential concierge services in New York City and beyond. In their sixth year, their brand has been recognized through national media attention, ranging from The View, The Today Show and The Wall Street Journal, thus strengthening their position as the brand that has set the standard.

With a team of 27 concierge professionals, carefully selected from New York's finest world wide properties, and members of Les Clefs d'Or (the prestigious hotel concierge association), Abigail Michaels boasts the largest client base in Manhattan, fulfilling over 300 requests per day.

We challenge you to give our staff a special request. *Whatever* you may need locally, domestically or internationally, our goal is to be able to research your request, to the extent necessary, and provide it to you *or* provide you with a viable alternative.

Exterior Window Polishing, Metal Cleaning & Sealing and Caulking...

We have completed the cerium oxide polishing of all windows on the east and north elevations of the building. The cerium oxide polishing removed all of the pollutants, dirt and crime that routine window washing could not remove. Such polishing is the next best thing to new glass!

During this project, the anodized aluminum skin of the building was also cleaned and sealed. If you want to see what our building would have looked like if this wasn't attended to, take a look at the upper part of The Palace Hotel.

We also replaced all of the *damaged* caulking. This will ensure that the windows will be water and air tight.

The same work on the west and south elevations will commence in the Spring of 2009.

We have had some mechanical difficulties with our window washing rig, so the follow-up window washing cycles were delayed. We are now on track with these cycles.

Paint Roundup...

The Engineering Department is cleaning out and organizing their Paint Room. Part of that process is having Safety-Kleen provide drums to collect the paint so it can be disposed of pursuant to environmental protection laws. If you have any paint that you need to dispose of, please place your paint can(s) in a plastic bag and call the Package Room (212.486.9400 x3 or House Phone 400), who will pick it up and deliver it to the Engineering Department for proper disposal.

Front Of Building Refurbishment...

As part of the main lobby refurbishment, our main entrance on 51st Street will also be refurbished. The marquee will be re-painted in the same black color, the black windscreen curtains will be replaced with bronze metal screens (to compliment the other bronze in the design concept) and we will be getting new planters.

New Supply Fan For Units On The West Wing Of Floors 22 through 36...

We are completing punch list items for the installation of our brand new heating and air conditioning fan unit which supplies fresh air to the corridors and supply register to the apartments on the west wing of corridors 22 through 36.

The new fan provides more efficiency and returns the building to the level of service that was delivered at the time the building was opened.

The building has a total of six such fans and we have replaced two. We will be replacing the other four fans at the rate of one or two per year.

Other Upcoming Projects...

We are just starting the refurbishment of the bidet heaters and associated valves and piping. The refurbishment will take advantage of new engineering to reduce the operation costs of the system. Another upcoming project is the replacement of our domestic water tank and associated valves and piping. Our current tank is original to the building and in need of replacement. Both projects will ensure that we maintain reliable service and water quality in the future.

News About The Staff...

Anniversaries - Congratulations to Ms. Caryl Hock, Head Concierge as she celebrates her 25th year of service. It is also important to recognize the following staff members each of whom have more than 15 years of service to the condominium: Shahabaz Dave 27 years; Oswaldo Tonossi 22 years; Marco Acevedo 21 years; Robert Alberico 20 years; Manuel Contreras, Henry Restepo, Bill Wherling each 19 years; Izzy Gjenasaj, Eddie Keys and Bill Zambri each 18 years.

Please feel free to call or stop at the management office to welcome Jacklyn Scarlato, who is anxious to meet you and to assist you in her role as Assistant to the General Manager.

The Concierge can provide you with a staff roster which has each staff member's name, photo, position and date of hire.

Uniforms - You may have noticed that all of the engineers and porters have received new uniforms; complete with their name and Olympic Tower logos. Staff members received a greater number of uniforms, so that they will be more comfortable and more presentable.