

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES
MEETING MINUTES
Monday, April 4, 2011

Present: Jackie Landau, Mehmet Rona, Debbie Liu, Meredith Leshkowich, Katie Moore (via Skype), Phil Renzi, and Joe Andrade.

Certificate of Election: New board members Meredith Leshkowich and Jackie Landau were appointed at the annual meeting held on February 28, 2011. Board positions to be decided at the next monthly meeting on April 25, 2011.

Open session: Congratulations to Joe for winning Bay Square the Honorable Mention title for the Best Shoveled Block in Cambridge, Winter 2010-2011! Brett Randolph presented some points for the Board to consider, as we decide whether or not to continue Bay Square's contract with Comcast cable. Brett Randolph calls into question the 3% Risk Factor in payroll, asking it to be re-evaluated in view of Thayer's actual expenses and risks associated with Bay Square. John Patrick presented the pros and cons of moving the Bay Square website to a Google site.

Minutes: January 31, 2011 minutes were read and approved.

Financials: The financial statements for the period February 1, 2010 through February 28, 2011 were read and approved.

Maintenance Report: Recent west side elevator problems are due to a half burnt wire that was replaced. The door to get into the east side upper garage elevator is in bad condition; options are being looked into for its replacement. The roof leak in the 1st floor laundry room has been fixed. The pool and spa will be emptied to locate leaks once the weather warms up. Bed bug inspections are all clear. Meredith and Katie will help in the selection of tiles for gym bathroom renovations. New pool furniture will be purchased; possible materials include white fiberglass.

Diesel Storage Tank: The new above ground diesel tank in the lower garage is up and running. Joe will put in place a leak detection system for the new tank. The old underground tank has been emptied and scheduled to be removed on April 21st, pending soil-testing results.

Planter Waterproofing: GRLA obtained three quotes to do the waterproofing job. Motion was passed to hire PJ Spillane for the job. Walpole Woodworkers will be hired for the fence replacement.

Roof: Roof project is complete upon replacement of ladders that were not completed as specified. GRLA obtained three quotes for repair roof and skylight leaks. Motion was passed to hire Ambrose for the job.

Other old business: Revised condo welcome package has been approved upon minor revisions. A form will be sent out to residents asking for their updated contact information. The last two outstanding slider doors will be installed. Motion was passed to hire Elevator Consulting Services for \$5900 for elevator modernization project.

New Business: Smoking and noise complaints have been addressed accordingly. A letter will be sent out to residents re: the process of reporting smoke complaints. Two quotes were obtained to inspect roof shingles. Motion was passed to hire Moisture Protection Consultants for the job.