

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES
MEETING MINUTES
Monday, May 23, 2011

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

Minutes: April 25, 2011 minutes were read and approved upon minor edits.

Financials: The financial statements for the period April 1, 2011 through April 30, 2011 were read and approved.

Maintenance Report: The pool is now open. Pool chairs will be replaced by new light blue pool chairs with white frames. Mehmet and Joe will meet with Superior Doors to discuss options for allowing easier access through the doors leading into the garage elevators. Window washing has been rescheduled for Tuesday May 31, 2011 due to bad weather. Garage floors have been power washed. All unit filters has been changed.

Diesel storage tank: Project is complete, and the Green St. fence is back up; old underground storage tank was in mint condition, and no leakage was found in the soil.

Planter Waterproofing: Planters will be filled with water to test for waterproofing, dirt will then be brought in by Cambridge Landscape.

Roof: Repairs and replacements of skylights and trash chutes will occur on the week of May 30th. The roof ladder will be power coated for \$6,200. A meeting will be scheduled with CBI at their request on their own expense to discuss outstanding invoices.

Comcast: A letter will be sent out to owners about the Comcast bulk service agreement renewal.

New Business: Motion was passed to renew Bay Square's Master Insurance with increased limits on sewer, water, demolition, and increased cost of construction.

The next monthly board meeting is scheduled for Wednesday June 22, 2011 at 7pm.
Meeting with owners to review the reserve study is set for Thursday September 15, 2011 at 7pm.