

**BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES**  
**MEETING MINUTES**  
Thursday, June 19, 2014

**Board members present:** John Patrick, Mehmet Rona, Dominic Moore (online), Debbie Liu (online), Juliet Jacobsen

**Owner's present:** Mel Meister

**Management present:** Phil Renzi, Joe Andrade

**Minutes:** May minutes are reviewed approved.

**Financials:** May financial statements are reviewed and approved.

**Maintenance report:** Joe confirmed that the new heat pump unit was fully installed in the Dumpling House, took 2 ½ days, while space was closed to complete. The garage sprinkler pipe replacement has been completed with the exception of a few sprinkler heads on back order. Joe is working with Oscar to finish up garage ceiling tile install. All laundry drain lines have been cleaned at Mac-Gray's expense.

**Old business:** Phil brought the Board up to date on the status of the window project. Mock up windows have been installed and we are awaiting testing. Board okays moving up start time of BRS work day to 8am from 8:30am. Board discusses idea of offering owners the ability to hire Rogerio or other concierge staff to sit in empty units while window work is being done.

Board approves the Thayer coordination fee for the remaining \$1,500 for a total of \$3,000 for the sprinkler pipe replacement project.

Noise complaint for water booster dealt with and resolved.

Discussion of pool project options; Board recommends going ahead with Weston-Sampson for full project at expected budget of \$150,000 with some requested assurance of start and end time of project.

Board approves Thayer coordination fee of \$1,500 for time spent to date on pool project.

Board approves renewal of trash contract.

Phil will call Advanced Elevator regarding some maintenance issues that need attention. Phil will also retrieve quotes for new elevator maintenance contract.

Water booster pump maintenance contract proposal for 3 years is approved.

Board approves cable for front desk at cost of \$15/month.

Next Meeting, July 17. Other future meeting dates set for August Thursday August 21<sup>st</sup> and Thursday September 25.

Subsequent to the meeting, the Board reviewed and unanimously approved by email the final \$145,000 contract with Weston Sampson for the pool and spa repair project.