

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES
MEETING MINUTES
Thursday, June 21, 2012

Present: Mehmet Rona, Debbie Liu, Meredith Leshkovich, Katie Moore, Phil Renzi, and Joe Andrade.

Open Session: Amir Hasson presented some points for the Board to consider in regards to a fine for violating The Master Deed in leasing a unit for under 6 months.

Minutes: May 25, 2012 minutes were read and approved upon minor edits.

Financials: The financial statements for the period May 1, 2012 to May 31, 2012 were read and approved.

Maintenance Report: Damaged column near loading dock will be repaired; estimates to be obtained for two minor concrete repairs with the same company. Joe will look into estimates to 1) repair sprinkler system 2) replace old booster pumps which keeps up the water pressure for the whole building with a more-advance booster pump (NSTAR rebate available). Looking into tile samples to replace the floors right outside the garage elevator doors. Windows will be washed next Wednesday. Options will be looked into to temporarily cover the legs of the furniture on the patio to prevent scratches on the newly replaced patio bricks until new patio furniture are selected.

Planter update: Thank you Meredith and Joe for a beautiful job with the planter plantings. An updated punch list and budget & expenses list were reviewed. A final payment of \$3,137 on the planter project will be paid out.

Windows: Two bids were obtained to test windows for air and water penetration. Motion approved to use Richard Piper Architect for the job for \$10,550. Infrared heat loss survey to be performed over the weekend.

Other business: Reviewed two quotes to repair Bay Square's commercial sign to be more aesthetically pleasing. Motion was passed to hire Batten Bros to replace the commercial sign for \$3,958. Fines will be levied for owners who have not submitted a copy of their lease to Thayer. Pool rules will be sent out to residents as a reminder.