

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES
MEETING MINUTES
Monday, September 10, 2012

Present: Jackie Landau, Mehmet Rona, Debbie Liu, Meredith Leshkowich, and Phil Renzi.

Minutes: August 2, 2012 minutes were read and approved.

Financials: The financial statements for the period July 1, 2012 to July 31, 2012 were read and approved. Mehmet signed off on the 2011 audit.

Old business: Total estimated elevator project budget is \$343,757. Reviewed window investigation report from Dick Piper; it was recommended to replace the existing windows. Phil will be obtaining quotes for window replacements. Infra-red report for windows will be available next meeting. 42 out of 45 leases has been submitted to Thayer; owners who haven't submitted a copy of their leases are being fined. Fire alarm contract renewed with Simplex for two years at 5% increase. Renting/leasing rule and violation reminders sent out to all owners. New Mac-Gray washing machine and dryers installed August 9th, 2012. Unit 106 improved the conditions of their patio after notice was sent. Memo sent out regarding the new automatic elevator garage doors, and availability of clickers for the handicapped.

New business: The use of the loading dock for parking is only allowed with the permission of Joe. Motion was passed to conduct the annual roof inspection for \$1,275 with Ambrose. Meredith and Joe will go to New Hampshire to look at options for patio chairs with a budget of \$2,000.