

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES

MEETING MINUTES

Thursday, September 25, 2014

Board members present: John Patrick , Mehmet Rona, Dominic Moore (via phone), Juliet Jacobsen

Owner's present:?

Management present: Phil Renzi, Joe Andrade

Resident letter: Phil reads letter from Debbie Koplow who, unable to attend the meeting, wrote a letter voicing concern about disturbance from Dumpling House. Board discusses issues and appropriate actions.

Minutes: August minutes are reviewed and approved.

Financials: August financial statements are reviewed and approved.

Maintenance report: Joe describes issues with troubleshooting of clogged kitchen drains. Discussion of Bay Square Fall barbecue plans.

Window Project: Construction beginning Monday, September 29. Discussion of construction schedule and general plan for Phase 1.

Pool/Spa Repairs: Board approves payment application #2. Discussion of leaks and remedies. Leaks and cost of remedy to be determined later, with punch list remaining open.

Space C-1: Discussion of gas metering issue and legal advice regarding charging usage to tenant. Phil will send a letter informing tenant that they will be responsible for charges going forward. Phil will contact owners of C-1 and PH1 regarding contributing to cost of vent modification. John and Phil will look into what a beer and wine license means exactly and follow up BOT discussion via email.

Roof inspection: Board approves Sarnafil roof inspection for \$1375.

Meeting dates: Next meeting set for October 23 and November 19.