

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES

MEETING MINUTES

Thursday,
December 12, 2014

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

Owner's present: Luise Druke (2B)

Visitors: Trip Knox – Weston and Sampson

Management present: Phil Renzi

Minutes: November minutes are reviewed and approved.

Owner concerns:

Pool: Trip Knox from Weston and Sampson reports to the board that skimmers should have been done differently and joints cut into the deck needed to be repaired differently. He discussed efforts to repair light niches -- which will need ongoing maintenance. Discussed problem of double shell construction and plan for additional testing/remediation.

Thayer will bill for the initial 2 installments of the coordination fee for the pool project (5% of costs).

Financials: October financial statements are reviewed and approved. Board discussed the potential assessment planned for 2015-16 for \$300,000.

Maintenance report: Joe was on vacation, but per Phil had nothing major to report.

Thayer management contract: Renewed at 2.5% for two years.

Window Project: Discussed possibility of renegotiating the Davis Square contract to set costs at an hourly rate rather than weekly rate. Phil to do a rough cost estimate of hourly versus weekly rates.

Budget remains stable.

Space C-1: Will be billed for their natural gas usage from Dec 1 forward. Vent cleaning – targeting for next week, Phil will then bring in vent cleaning companies to look at main vent to discuss/plan for a cleaning. Possible that company may need a whole day for vent cleaning.

Updates:

Atlantic elevator contract signed.

Second cardboard pick-up per week scheduled, will be paid for by Dumpling House.

Hired Nelson Moura to take over the weekend position for Michael.

Lightening rod secured.

Simplex-Grinnell renewed fire alarm/sprinkler testing contract.

New business:

Strong wood smoke-like smell noticed at east elevator shaft. Phil to look at drawing to see if the fireplace is properly vented.

Phil to investigate the timing on the elevator doors.

Meeting dates: Next meeting January 22. Annual meeting is planned for Monday February 9th.