

## BAY SQUARE MINUTES MONDAY, DECEMBER 15, 2008

The meeting was called to order at 7:05 pm by Nancy Jacobson.

Present were Nancy Jacobson, Sharon Britton, Meredith Leshkowich, Ann Oppenheimer, and P. Oktor Skjaervo, as well as Joe Andrade, and Derik Opdyke.

### OPEN SESSION

Ari Medoff (renter of Apt. 513) inquired about the possibility of adding TVs to the gym, presenting various options.

The Board will consider the matter (meanwhile other options have also been found).

The minutes from the November meeting were approved.

### FINANCIALS

Derik presented the financial statement.

The budgeted expenses for roof and fire alarm panel were discussed.

Re roof, bidders' list and spec packages are about to be mailed out.

The three old fire panels will be replaced by a single panel, which would control all existing installations: smoke detectors, heat detectors, etc., and for which quotes were being obtained.

The Financial Statement was then accepted as distributed.

### CAPITAL PROJECTS.

Derik presented the schedule for the roofing:

Specs and drawings about to be completed by CBI Consulting Inc. (our contact man Robert Wilkin).

Prebid meetings with bidders were planned for mid-January, for the project to start early May and be completed by the end of July.

The solar panel installations will follow a few weeks after that.

Derik explained various technical issues regarding the installation of the solar panels on top of the new roof membranes and their workings. There will be one penetration of the roof for cables, and it needs to be studied how to run the cables to the electrical room and down through the building.

Discussion re lobby carpets. Two carpets, nearly identical to the present ones, will be bought and rotated, so there will always be a carpet, while one is being cleaned. One estimate already obtained.

Discussion re the upgrading the concierge counter. The desk will be heightened better to accommodate electronic equipment and be redesigned for more work space. Installation estimated to 1.5 days. One estimate already obtained.

#### MAINTENANCE

Joe reported on the two new boilers and heat pumps. One of the two boilers already installed, the second has problem with pump, which will be replaced.

The leak in PH 5, is an ongoing problem, despite repairs and repainting.

The mirror in the “blue” exercise room has been replaced and the walls repainted.

There was no new business.

The meeting was adjourned at 8:07, and the board went into executive session.

The next meeting is scheduled for Tuesday, January 27.

P. Oktor Skjaervo

Secretary