

**Bay Square Condominium Trust  
Board Meeting  
Wednesday, September 21<sup>st</sup> at 7pm  
On Zoom**

**I. Board Members:** Mary Moore, Claudia Giraldo, Meredith Leshkowich, Rebecca Rudicelli, Catalina Arboleda

**Staff:** Michelle Collins and Joe Andrade

**Owners:** John Patrick, Sharon Britton, Yea-Wey Lu, Joe Walsh

Discussed owner concerns regarding Covid protocols, the RhinoShield coating of some owners' balconies, smells and sounds from Dumpling House, and loading dock and trash/recycling area.

**II. Minutes:** Reviewed and approved August, 2021 Meeting Minutes; all voted in favor.

**III. Financials:** We will review later, as they were not ready for this meeting.

**IV. Maintenance Report – Joe Andrade (Superintendent's report):**

- A. Proposal for wiring front doors instead of wireless arrangement we have from Vigilease for \$973.70; all voted in favor.
- B. Have new cards for garage doors; we need to reprogram them.
- C. Meeting with Ambrose re quote for putting in overflow drains in PH small balconies and one of 6<sup>th</sup> floor balconies. Access to these balconies is difficult, but they should be cleaned out on a regular basis. We will get a quote from Ambrose to do these clean outs before this winter.
- D. Some Whalen Unit Filters still haven't been changed by owners.

**V. Management Review:**

**1. Old Business:**

- A. Roof Anchor Update: Cliff Hangers and SGH proposals discussed. Mike Ambrose is wondering if this scope is needed; he will do a consult to see why this project is so unduly expensive.

- B. Roof Deck Update: Project completed; scaffolding will come down on Oct. 7<sup>th</sup>.
- C. Reserve Study Update: Tina Cardoso from Insight Onsite was consulted; revisions will be discussed and study finalized.
- D. Electric Vehicle Charging Station Update: Project would involve running wires to set up the infrastructure all over the garages so that then, people can install charging stations at their own cost. We will wait until next year, when there may be better incentives. We will get a quote for improved lighting in garages.
- E. Covid Protocol: We are adhering to the City of Cambridge rules regarding masking.

## **2. New Business:**

- A. We will set up a budget meeting with our treasurer, Ken O'Brien.
- B. Hallway Lighting: We will order a few sconces and get electrician to try them out, so we can budget it.
- C. Leak issues: Board discussed some ongoing leaks and how best to mitigate, through waterproofing or other means.

## **VI. Future Capital Projects; Prioritization and Planning:**

### **Capital Projects for 2021 and Beyond**

- A. Resurfacing of Upper and Lower Garage within 2-3 years
- B. Upper Floor Lighting
- C. Lobby Window Replacement

## **VII. Executive Session:**

**NEXT BOARD MEETING: Tuesday, October 26<sup>th</sup> at 7PM**