

**Bay Square Condominium Trust Trustee Meeting Minutes**  
**Tuesday, May 6, 2025 at 5:00 PM**

**Attendance**

**Board Members:** Jay Chyung, Huma Gupta, Axel Kurtz, Mary Moore, Logan Patrick

**Staff:** Nick Bergdoll, Jamie MacDonald, Rich Medeiros

**Owners:** Sharon Britton, Julianne Chen, Diane Coutu, Andrew Keefe, Debbie Koplow, Meredith Leshkowich, John Patrick, Sadhana Prakash, Rebecca Rudicell, Nancy Whittington

**Minutes**

The May Board Meeting addressed several key financial and operational updates. Nick Bergdoll presented the March financials, reporting an operating cash position of \$48,000 and reserves of approximately \$1.36 million. He noted variances in payroll and maintenance costs, while raising concerns about electrical consumption that would require further investigation. Additionally, he presented three bids for upcoming capital projects, recommending BRS's bid of \$570,000.

Richie Mederos provided updates on maintenance tasks, including repairs to drain basins and ceiling resurfacing, as well as ongoing irrigation issues. He highlighted the challenges of transitioning heating to cooling with inconsistent temperatures during shoulder season, suggesting a target date of May 1st for the switch to balance temperature management and freeze risks. The team is currently resolving maintenance issues within an average under 30 days, indicating effective tracking and management.

The board discussed the formation of four working groups focused on infrastructure, social/welcoming initiatives, the Dumpling House, and design/landscaping. Members volunteered for these groups, with a focus on maintaining small sizes to ensure meaningful contributions. Huma Gupta emphasized communication with owners regarding these groups, and Nick proposed using Piler to solicit volunteers. Jay emphasized the need for a comprehensive approach to address issues related to the Dumpling House.

Additional topics included the need for pool railing repairs estimated at \$2,700, potential installation of an electric grill on the patio and solicitation of feedback, and garage repairs with a \$12,500 contract with BRS. The board also discussed adjusting trash collection times based on owner feedback and the enforcement of rules regarding unregistered vehicles and personal items in parking spaces. There was a consensus on the need for enhanced enforcement of existing regulations due to fire hazards posed by unregistered

vehicles, with plans to notify residents about the enforcement strategy in the coming weeks.

### **Summary of Decisions Made**

- Voted to approve \$2,700 repair to pool railings
- Voted to approve BRS contract for \$12,500 to repair garage leak
- Voted to approve insurance renewal with GNY
- Voted to approve board bios sign, Nick to post on bulletin board
- Nick to outline proposed adjustments to BRS contract price/warranty terms
- Nick to draft poll to solicit feedback on electric grill in patio
- Nick to draft notice on working groups and funnel responses through board email
- Nick to solicit bids for trash removal contract based upon current terms and terms that would restrict pickup window for comparison purposes
- Nick to draft notice related to the removal of unregistered vehicles and removal of any flammable materials in parking spaces