

## Bay Square Condominium Trust Trustee Meeting Minutes

**Tuesday, June 3, 2025 at 5:00 PM**

### **Attendance**

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

**Staff:** Nick Bergdoll, Jamie MacDonald

**Owners:** Sharon Britton, Debbie Koplow, Meredith Leshkowich, Kevin McDevitt, Sue Owen, Tom Owen, John Patrick, Brett Randolph, Paco Rubiales, Nancy Scotti, Yea-Huey Wu

### **Minutes**

The June Board Meeting focused on financial reviews, maintenance updates, and ongoing projects. Nick Bergdoll presented the financial review for April, reporting an operating cash balance of \$25,434 and reserve cash of \$1.397 million. He highlighted variances in payroll, and maintenance contracts.

Maintenance issues were also addressed, including a leak from Unit 310 and repairs to the spa jets, which are now fully operational. Updates on the patio and loading dock projects indicated that most work is complete, although some tasks remain pending due to weather conditions.

Nick reported that ongoing projects are on track to be 90% completed by the end of the week, with concrete work on the patio scheduled for the following week and the coating on the loading dock about a month away. The board discussed accepting a bid from BRS for \$555,000, coming in slightly below the initial budget projections of early 2024, which includes a seven-year warranty and the same team overseeing the work. Additionally, updates on various maintenance tasks included the installation of an iron-style gate and pool railing repairs.

The need for power washing the garages was emphasized, with quotes from three vendors presented, leading to discussions about negotiating prices with Atlantic to meet Super Steamer's price.

Concerns were raised regarding the fire panel, which has a ground fault and Nick highlighted a couple smaller updates that could help extend the useful life of the panel. The board agreed on the importance of obtaining pricing for informed decision-making.

The discussion also included grill poll results, revealing a majority against a proposal.

There was a suggestion to increase the pool temperature, which was met with mixed opinions. Nick provided updates on pest control inquiries and highlighted issues with improper disposal of medical waste, stressing the need for safety measures.

### **Summary of Decisions Made**

- Voted to approve Atlantic to power wash garage at \$5950 if they can match pricing from Super Steamers. If they cannot match lower price, approved Super Steamers to perform power washing.
- Voted to approve Prime to complete exterior window washing for \$8675.
- Voted to approve BRS proposal to grind down front of loading dock to match height of main dock area for \$6000
- Nick to outline plan to investigate potential non-structural steel rot issues that were found on loading dock to confirm if problem exists elsewhere
  - Nick to obtain formal pricing for fire panel updates
  - Nick to provide examples of vendor insurance language that could be added into rules and regs
  - Nick to obtain pricing for bathroom ductwork cleaning from roofline down
  - Nick to increase pool temp to 81F

Next Meeting: Tuesday, July 8<sup>th</sup> at 5pm via Zoom