

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
WEDNESDAY, OCTOBER 19, 2011**

Present: Bob Boley - President
 Susan Mulhearn - Director
 Carol Cushing - Secretary
 Marian Gynan - Director
 Elaine Devlin - Great North Property Management

1. OPEN SESSION:

The following were the topics discussed at the Open Session

- a) Dennis mentioned the 6" pipes along the wall in the boiler rooms should be cleaned. He will call Al Terry and ask them to provide a price to GN.
- b) A few owners are waiting to have their ceilings painted now that the roofs are on... Dennis plans to do them when the colder weather arrives (as indoor work).
- c) Carol announced the Recycling Meeting to be held on November 5th, by Pat Wynn from Concord General Services.
- d) Bldg. #3 – Sue mentioned that there is still some debris left from the roofers... Elaine & Dennis will check on Friday.
- e) Call towing vendor to tow vehicle which has been sitting with a flat tire for a month.

2. The regular meeting was called to order at 6:02 PM

3. MINUTES:

A motion was made by Carol Cushing, seconded by Sue Mulhearn, to approve the minutes of the September 15, 2011 Board meeting.

The motion passed, all in favor.

4. FINANCIALS:

There were no concerns with the September financials. Bob stated that it was a good months relative to the amount of condo fee income.

5. OLD BUSINESS: None

6. NEW BUSINESS:

Annual Meeting – Bob stated that he was able to reserve the Church of Christ for the meeting on November 17th at 7:00PM. Packets are to be mailed out to owners by October 26th. Bob, Sue and Marian are all up for re-election. Carol Cushing will be the appointed Teller on the proxy ballots.

Pool Maintenance – L&R Pool Services are covering for the two week period that Dennis will be on vacation.

Rem-C – Performed the fire sprinkler inspections and submitted a report which is enclosed in the Board Pack. All repairs are complete. Passed all tests.

Sentry Roofing Quote – The cost to build a lean-to behind the pool house was submitted in the amount of \$1,635.00. The Board agreed that this should be done ASAP.

A motion was made by Carol, seconded by Marian to approve the quote.

The motion passed, all in favor.

Sentry Roofing Siding Quotes – The Board elected to table this topic for now. Elaine will ask Paul Modzeleski to meet with them at a later date (2012/2013).

Collins Tree Service – The cost to remove two large pines behind building #1 was submitted in the amount of \$2,740.00. The Board agreed that since these trees are leaning towards the building, they should be removed soon. Elaine stated that Bill Collins had said that the best time to bring in the heavy equipment would be after the first frost as the ground would have hardened by then. Sue and Marian also mentioned the tree behind their unit that needs to be pruned back. Elaine will have Collins address the tree when he does the other work.

A motion was made by Sue Mulhearn, seconded by Marian Gynan to approve the quote to have the trees removed as soon as the ground has frosted over.

The motion passed, all in favor.

Interior Door Painting – Dennis will schedule for winter. Table until next meeting.

Circulator Pumps – The pump in bldg. #2 has been replaced. Bldg. #3 has a temporary replacement until the new circulator pump is installed in the near future. Al Terry completed the service on the burners the week of October 9th.

Vehicle Checks – Vehicle checks will be conducted at random times to see if negligent vehicle owners can be tagged.

Electric Invoice – Elaine informed the Board that she made the final payment of \$4,950.00 to Sentry Roofing for the electrical work in the attics.

Halloween – Trick or Treating will occur at the same times the City of Concord. Those who wish to participate should put a sign on their unit entry door.

Security Cameras – Dennis presented some information about security cameras which are approximately \$100.00 each. Will pursue further and continue discussion at a later date.

7. EXECUTIVE SESSION:

8. SET DATE FOR NEXT BOARD OF DIRECTORS MEETING:

The next Board meeting is the Annual Meeting scheduled for Thursday, November 5, 2011 at the Church of Christ at 7:00 PM.

9. ADJOURNMENT:

Meeting adjourned at 8:11 PM.