

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING
AUGUST 21, 2014
6:00 PM Oak Bridge Clubhouse**



In Attendance:

Stu Warren, President
Chris Connor, Treasurer
Ann Crossley, Clerk
Ric Riel, Director - absent
Helen Skaleris, Director
Connie Garland, Harvard Management

BOARD MEETING CALLED TO ORDER: 6:00 pm.

APPROVE MINUTES OF LAST BOARD MEETING: Chris made a motion to accept the July minutes and Stu seconded the motion. All present in favor.

APPROVE THE FINANCIALS FOR JULY 2014: A motion was made to accept the financials for July 2014 by Ann and seconded by Helen. All present in favor.

CONSTRUCTION: Connie has given updated construction information for Steve to post at the mail house. Connie will be dropping off notices to the residents in the buildings when vehicles need to be moved and garage access limited. Prime Touch will be giving Connie an estimate for the circle vents. The vents will now be square and will be made out of the paintable PVC material so that they will not need to be addressed again. The vents come with screening to prevent animals from entering the attic space. They will be painted the same color as the siding so that they will blend in. Steve will be removing the rotted privacy walls on the first floor patios. Owners have been informed that there is no guarantee that they will be replaced at this time. There are some major beams that are rotted and they need to be replaced. The small balcony ceilings that have rotten beams will be replaced with the regular decking material that is on the larger decks. Connie will find out from Prime Touch if there is a cost for changing the trim from off white/tan to white.

The Mill City invoices were signed and accepted by the board. Management will be sending them over to the bank so that the funds can be transferred into the operating account for payment. Once the payment is made Mill City will begin the work on the attic insulation and ventilation.

MAINTENANCE UPDATE

The signs for the parking lots and the entry signs are on order. The signs should be all done by the end of August. The new parking permit process will take effect after signage is installed and construction projects complete.

Steve will be working on painting the mail house and the dumpster surrounds.

Garage and balcony/deck inspections will be done after Labor Day due to construction.

NEW BUSINESS

Kevin Gagne submitted a quote on the boiler system replacements. The cost to do one building is \$64,775.00 which includes the rebate. Connie will find out if there is financing available for this work and get back to the board. If the boilers are not replaced there is a need to have some work done on the boilers before winter.

The monthly amount to be deposited at Rockland Trust reserve loan account will be \$5760/month, reflecting the \$12.00 increase in special assessment (from \$20 to \$32 per unit per month).

OLD BUSINESS:

The dryer vent cleaning will be re-considered next year, spring. Dust Away provided a reasonable quote.

The winter contract from MNM Maintenance is \$34,002.00 for the season. There will be an \$85.00/trip charge for clean up if vehicles do not move for snow. The new parking policy should help with this.

DATE FOR NEXT BOARD MEETING: The next Board of Directors meeting will be on September 18th at 6:00 pm.

There being no further business a motion was made by Stu and seconded by Chris to adjourn the meeting. All present in favor.

ADJOURNMENT: 8:40 pm