



**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING AGENDA
May 18, 2015
6:00 PM Harvard Management Solutions**

In Attendance:

Stu Warren, President
Chris Connor, Treasurer
Helen Skaleris
Connie Garland, Harvard Management

BOARD MEETING CALLED TO ORDER: 6:10pm.

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

APPROVE THE FINANCIAL FOR APRIL 2015: A motion was made by Stu to accept the financials for April and seconded by Helen. All present in favor.

MAINTENANCE UPDATES:

Connie will have Ted place the patio furniture and umbrellas out on the patio before Memorial Day. The light over the emergency phone will need to have the bulb replaced. Connie will let Ted know this as well. In order to clean the awnings there needs to be a water source. The awnings should be cleaned with a gentle detergent and a brush and not pressure washed. Connie will contact a company to clean out unit 10 and have them clean around the dumpsters where there is old construction material. Ted's other priority will be painting and repairing the dumpster surrounds. Connie will contact Goffstown Lock for the name of the security company that may be able to update the system in the clubhouse.

Roof inspections – A-1 Roofing will be inspecting the roofs and will submit their findings as soon as possible.

OLD BUSINESS

Management will obtain a quote to replace the two temperature gauges on the hot water that feeds the heating system. Connie will be going over the task list with Kevin as soon as he is available and this item will be reviewed.

NEW BUSINESS:

Gutter Done will be installing the new entry systems in front of buildings 2 and 3. The original gutters were unable to be used due to their condition after they were removed from the building. The board

will be working on getting the old gutters out of the property. They will be turning them into the recycling center and will submit the proceeds to the association.

The short in the electrical line at building 3 will be addressed by R & T Electric. They are currently on a larger job and the supervisor wants the same technician to do this work as he already knows the issues at the property.

The irrigation was brought up and is functioning. At this time the clocks will be shut off in order to save money on the water line.

Ted will be marking down the times that he is on the property and that information will be in the clubhouse office.

Ted will be tagging vehicles that are either unregistered/inspected or non-operable as well as vehicles parked in the wrong areas. Vehicles parked in the permit spaces must have stickers. Vehicles with permits are not permitted in the visitor spaces.

EXECUTIVE SESSION:

DATE FOR NEXT BOARD MEETING: The next Board of Directors meeting will be discussed

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

ADJOURNMENT: 8:20pm