

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MONTHLY MEETING
March 15, 2018
6:00PM Oak Bridge Clubhouse**



In Attendance: Helen Skaleris, Director
Inge Bradley, Director
Chris Connor, Clerk/Treasurer

BOARD MEETING CALLED TO ORDER: 4:30PM

Meeting time changed due to board member last minute scheduling issue.

APPROVE MINUTES OF THE NOVEMBER BOARD MEETING:

Motion made by Inge, seconded by Helen to approve February board minutes, all present in favor.

FINANCIALS:

The balance in the operating account as of EOM February is \$51,958.59. The reserve balances total \$177,972.61. Motion made by Helen, seconded by Chris to approve February financials, all present in favor.

Delinquencies are at \$21,711.05. Abandoned unit 140 owes \$3,249.93. A second unit has gone to court owing \$2,820.31. Unit owner did not appear in court, ruling made in favor of Oak Bridge.

B2/B3 construction assessment was set at \$850 per unit to be paid in full by Sep 2019 (minimal payments \$50/month for 17 months). The \$28,000 B2/B3 boiler kitty from 2016 was used to lower the unit assessment.

MAINTENANCE UPDATES:

The 142/122/102 leak was due to an improperly installed toilet gasket. Granite State plumber confirmed the issue was not due to any leaks in the common area pipes.

The B2 elevator-to-garage door was repaired. The door issue was not due to vandalism but wear-and-tear. B2 and B3 elevator-to-garage doors are residential doors and should be replaced with commercial grade doors and hinges in the future.

Maintenance will be asked to replace all building entrance wooden kick plates to PVC/composite material and paint the yellow speed bumps as weather permits.

All wooden fencing by B3 will be repaired and painted this year.

OLD BUSINESS:

We will select the replacement of building outside cigarette disposals in April. They will not be portable so they cannot be used to prop open the building doors. They will also not be attached to the buildings and the wooden siding.

Chris worked with Granite State Plumbing and Heating on a yearly PM contract which was approved by the board. Alliance Yearly PM contract will end April 1, 2018 when Granite State will take over. The cost went from \$14,400 per year for Alliance to \$23,536 a year for Granite State. Board felt the difference in cost was well worth the increase in quality of service for all our building plumbing and heating equipment.

We are researching elevator vendors.

NEW BUSINESS:

The quote to rekey of our master key in all buildings was approved. Our master key has not been changed since 2006. This requires changing the entrance/exit door locks in building 2 which is not on the current master key system. Chris will work with vendor to schedule this during warmer weather.

Chris will get quotes for the following warm-weather repairs: B3 garage ceiling and insulation and B2/B3 2nd floor window leaks and building bump-out roof repairs.

Our after-hour emergency phone company from Nashua is not working out. Chris will work to transition to a new local company Helen found.

The Pet rule was modified to include banned breeds suggested by our master insurance company and a hefty fine for not obtaining board dog pre-approval. The Parking rule was changed to allow residents with 2 cars and a garage space to interchange parking regardless of vehicle sticker color. The old rule was never enforced and did not allow such flexibility.

EXECUTIVE SESSION:

DATE FOR NEXT BOARD MEETING: April 19, 2018 – quarterly resident Q&A and open board meeting

ADJOURNMENT: 6:00PM