



**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING AGENDA**

February 21, 2019

1:00pm Oak Bridge Clubhouse

In Attendance: Helen Skaleris, Director
Chris Connor, Clerk/Treasurer
Ewa Martel, New Board Member
Ally Britko, Bishop REM

BOARD MEETING CALLED TO ORDER: 1:04pm

APPROVE MINUTES OF THE SEPTEMBER BOARD MEETING:

Motion was made by Helen and seconded by Ewa to approve the meeting minutes as written from the January board meeting.

APPROVE FINANCIALS EOM OCTOBER:

The balance in the operating account as of EOM January 2019 was \$160,530.46. The reserve balances total \$170,404.15. A motion was made by Chris to accept the financial report for the month of January and seconded by Helen, all present in favor.

Delinquencies are down to \$5,731.00.

- Rockland Loan overpayment issues remain. Bishop REM now has new slips and envelopes and will make the checks out to Oak Bridge and send to respectful place. Chris will follow up with Rockland on them reversing the payment made in January
- Bank account was opened at Bank of New England for the Building 2 and Building 3 boiler reserve account
- Home Depot refused Oak Bridge Credit Card application due to not having any credit history. A card added to Chris' personal account for Aaric to use.

MAINTENANCE UPDATES:

- Multiple expensive leaks in B2 boilers are being done and have been scheduled
- CH camera is not working and needs replacing; a quote was given and the repair will be scheduled
- Aaric is redoing the ceiling in B2 first floor hallway to make it cosmetically appealing
- We will be asking for quotes on removing the peeling wall paper, painting and redoing the handrails in the buildings

OLD BUSINESS:

- New Plow driver working for Clough has been in contact about what needs to be done properly for snow removal and cleanup
- B2 stairway carpet complete, B3 stairway carpet replacement started the week of February 4

NEW BUSINESS:

- Only 3 parking spaces left on property based on registered vehicles
- NH Blacktop scheduled to do parking lots May 20-24. Mark will walk property end-April checking drains and other issues. Re-surfacing, crack filling and re-lining/numbering. NO CARS on pavement during these days.
- We need an updated and detailed invoice from Seeyle and Schulz to explain charge for 2017 audit work. They are the best priced and credited accounting firm. We will continue to use them.
- Working with State Pool/Spa Inspector to obtain prelim certificate and licensed spa installer. Chris is waiting to hear from the state; she will follow up on this.
- Certification for Reasonable Accommodation change/edit was moved by Ewa and seconded by Helen to send to Attorney Bisson for review and approval.
- Doggie DNA was moved by Helen and seconded by Chris to begin this upcoming Spring. Information to follow meeting next month.
- Debit Card was opened for the Operations Account by Ally at Bishop REM for emergency purposes only.
- A New Unit Owner/Tenant Welcome packet ought to be created. Ally will begin working on this.

EXECUTIVE SESSION:

DATE FOR NEXT BOARD MEETING:

March 21, 2019 at 10am and the Clubhouse.

ADJOURNMENT: 2:22pm