

**OAK BRIDGE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTOR'S MEETING MINUTES  
TUESDAY FEBRUARY 14, 2012**

Present:      Bob Boley                    -      President  
                 Sue Mulhearn                -      Vice President  
                 Carol Cushing                -      Secretary  
                 Chris Connor                -      Treasurer  
                 Marian Gynan                -      Director  
                 Elaine Devlin                -      Great North Property Management

1. The meeting was called to order at 6:03 PM

**2. MINUTES:**

A motion was made by Chris Connor, seconded by Marian Gynan, to approve the minutes of the January 16, 2012 Board of Directors meeting.

All in favor, the motion passed.

**3. FINANCIALS:**

The Finance Committee met on January 15<sup>th</sup>. It was noted that the financials were issued after the 10<sup>th</sup>. There were one or two questions relating to legal fees (they are applied to the delinquent account after the Association pays up front) and pool maintenance (frozen line for the 2<sup>nd</sup> time), which Elaine answered to the satisfaction of the Board.

The Board felt that there could be an adjustment to the budget from the ice dam line item and that those monies could be transferred to Pool Maintenance. This can wait until spring.

The Board gave approval for Elaine to contact Seelye & Schulz to prepare the 2011 financial review.

**4. OLD BUSINESS:**

**GN Updates** – Elaine gave a summary of updates from the last meeting.

**Carpet Bids** – Elaine stated that she has contacted three flooring vendors to submit bids for the common hallway carpets in bldgs. 1 & 4. Steve Zerba Carpets, Holmes Flooring and BS Flooring.

## 5. NEW BUSINESS:

**Dryer Vent Cleaning** – Elaine presented the bid submitted by Northeast Ventilation. After some discussion the Board agreed to hold off until 2013, so that the expense can be implemented into the budget.

**Temporary Parking Pass** – The Board agreed that owners who are expecting long term guests should contact GN at least one week in advance for a temporary parking pass and to also provide the vehicle information. Passes will not be issued to "frequent flyers". Mgmt. will include this information in the April newsletter.

**Handicapped Spaces** – Bob checked with the City of Concord... three spots were implemented at bldgs. 1.2 & 4 as well as one spot in front of the clubhouse (Brady Sullivan office). Dennis purchased the new handicapped signs and will install them as soon as the ground has thawed. Elaine will notify Jeff Brown and Nicole Ferland.

**#40 Lease Renewal** – Send copy of the lease for the Board to review and notify the tenants that there is a possibility that the bank may take possession of the unit.

**Corroded Pipes** – Dustin from Al Terry submitted a proposal to replace the pipes which Elaine thought was unreasonable. She will send it to Dennis for his review.

**Pool Floor Sealant** – Elaine will contact LR Pool relative to the finish on the poolside floor.

## 6. EXECUTIVE SESSION: