

**OAK BRIDGE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTOR'S MEETING MINUTES  
THURSDAY MARCH 21, 2013**

Present:        Stewart Warren        -        President  
                  Chris Connor         -        Treasurer  
                  Helen Skaleris        -        Director  
                  Ann Crossley         -        Director  
                  Elaine Devlin         -        Great North Property Management

1. The meeting was called to order at 6:32 PM

**2. MAINTENANCE REPORT (Dennis):**

- Bldg. #3 Driveway – Dennis recommends road repairs... will revisit paving repair quotes from 2012.
- Bldg. #2 Palladian Window (above garage door) – seal has gone.
- Bldg. #3 Grundfos Pump – call Gagne.
- Rec. Bldg. Restrooms Floors – linoleum is worn. Contact Steve Zerba for a price to replace. Ask him for separate quotes for linoleum and tile.

**3. MINUTES:**

A motion was made by Helen Skaleris, seconded by Ann Crossley, to approve the minutes of the February 21, 2013 Board of Directors meeting as revised (add paragraph stating Board declined the offer of the trash discount).

All in favor, the motion passed.

**4. FINANCIALS:**

Elaine gave a summary of the February financials. She will look into the following:

- a. Why are there two after hour charges of \$94.00?
- b. Notify Justin to remove Oak Bridge from the trash discount ASAP...also tell him Casella (different vendor) picked up the trash the week of March 18<sup>th</sup>.
- c. Accounting did not include Dennis's time sheets in the financials... Elaine will go back to including them in the meeting Board Packs.

**5. OLD BUSINESS:**

**Siding Bids** – The Board agreed to table the siding/loan and stated that it would be prudent to have a reserve study done first. Elaine will contact three engineering firms for pricing. She will also ask Jacki if the cost of the reserve study can be paid from the reserve account. Ann Crossley asked Elaine to ask the association's insurance agent if there is an approved list of engineers.

In the mean time John Blanchard can out together a list of the critical decks that need repairs.

**Rules & Regulations** – Updated Rules & Regulations need to be distributed to owners/residents.

**6. NEW BUSINESS:**

**School Bus Stop** - Elaine was asked to contact the City of Concord to see if they will consider moving a school bus stop away from the entrance at Oak Bridge to Mayflower Ave. The Board agrees that there is a safety issue pulling out where children are waiting for the bus.

**Spring walk-thru** – Has been scheduled for April 25<sup>th</sup> at 10AM.

**7. SET DATE FOR NEXT BOARD OF DIRECTORS MEETING:**

The next Board meeting will be on Thursday, April 18, 2013 at the pool house at 6:30 PM. The owner's meeting is scheduled for Saturday, April 13th at 10:00 AM.

**8. ADJOURNMENT:** Meeting adjourned at 9:15 PM.