

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

**May 16, 2019 10:00AM  
Oak Bridge Clubhouse**



**In attendance:** Chris Connor – Clerk/Treasurer  
Helen Skaleris – Director  
Ewa Martel – Director  
Shelley Gullett – Bishop REM

**BOARD MEETING CALLED TO ORDER:** at 10:10AM.

**APPROVE MINUTES OF MARCH BOARD MEETING:**

A motion was made by Helen and seconded by Chris to approve the meeting minutes as written from the March board meeting. All in favor.

**APPROVE FINANCIALS EOM MARCH:**

The balance in the operating account as of EOM April 2019 was \$153,703.75. The reserve balances total \$184,525.88. A motion was made by Chris to accept the financial report of March and seconded by Ewa. All in favor.

Delinquencies are down from last month, totaling \$8,246.91. Shelley to work with Cronin, Bisson & Zalinsky in the way that invoices are sent. Request will be made to separate each unit, versus putting all on one document.

**MAINTENANCE UPDATES:**

Chris reported on the City back flow testing total cost was \$625.50. Two Buildings failed, B1 & 2, Chris informed the board that the cost of the testing is added to each building's water bill. GSP, repaired the areas that need fixing. Chris explained that there are two locations of the back flow piping and that even though some repairs were made last year, the repairs required this year were in different locations.

Doggy DNA signs, it was discussed where to put the two signs, and it was decided that one will be attached to the entrance post and the other to the Clubhouse building. Chris to coordinate with Aaric.

Deck repairs – on going, repairs are much easier this year, not many support columns need replacing so they are managing to get 2 decks per day completed.

**OLD BUSINESS:**

Granite State Fence – Shelley to follow up with the demolition and request that it be done prior to the resurfacing of the pavement. The total cost for this will be \$15,310.00. Dig Safe as well as Unitil have been to the property and flagged the appropriate areas around the dumpster sites.

Pavement update – the cost will increase by \$1000.00 due to the City of Concord stating that the front entrance has to be replaced as one piece vs. two sections as originally planned. On May 28 & 29, paving company will start repairing the cracks and holes. The real work will begin on June 10 – 14, 2019. Shelley from Bishop REM will be on site at 7:00AM on 6/10 & 6/11 and will post the notices on

each entrance to each building on May 20. Chris will work with the Pool people as well as the patio repair people and allow them to park on the grass during this project.

Hot tub update – R. T. Electric finished their work, however, now there are no lights in the back of the clubhouse. Chris checked all outlets are working. There might be an additional timer in the outside box that is not working. If Chris can't find this, R.T Electric will be called to come back out to find out if something was disconnected. Total cost of new hot tub as of May 16, is \$29,057.00.

Doggie DNA - Helen to contact a unit as their DNA test could not be completed due to not enough of a sample on the swab. There was discussion about the fines associated with the samples submitted to PooPrints. The fines listed in Pet rule will include the cost of the test at \$65.00, postage \$3.50, as well as a replacement kit at \$25.00. The Rules and Regulations is amended below to show the amended fine structure. A huge thank you to Helen for handling all of the DNA testing.

- f. Each owner shall be responsible for the immediate removal of any droppings on common area, walks, hallways, or paved streets. All pet waste must be securely bagged and placed inside the dumpster. Unit owner where pet waste is found to be not properly disposed of will be fined as follows: 1st offense \$100, 2nd offense \$200, 3rd offense \$300 etc. plus the cost of DNA test and test kit replacement.

Pooper Scooper service – Their quote stated that the initial cleanup will be \$200.00 and that they would charge \$125.00 per week which would include sending off the samples. Shelley to contact them to see if they would agree to a random monthly cleanup versus weekly at the same price.

Bicycles in bike racks: A notice will be sent to all owners to have any bikes removed from the bike racks by a specific date. Bikes are to be “temporarily” stored in the owner/tenant unit if no garage spot. All remaining bikes will be donated. Goodales picked them up the last time. They will be contacted again to see if they still pick up bikes.

#### **NEW BUSINESS:**

A review of the CH signs with “toddlers” in it need to be changed to “individuals”. As a temporary fix, we will put masking tape over the signs to reflect the proper verbiage. New signs will need to be ordered.

Decking update – During the week of June 3, they will start on resurfacing the patios. The patios to be repaired are on the inside of B1 & B4, facing toward the property.

#### **EXECUTIVE SESSION:**

#### **DATE FOR NEXT BOARD MEETING:**

Thursday June 20, 2019 at 10:00am.

**ADJOURNMENT: 11:45AM**