

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

**July 18, 2019 5:30pm
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 5:40 PM.

APPROVE MINUTES OF JUNE BOARD MEETING: A motion was made by Ewa and seconded by Helen to approve the minutes of the June board meeting

APPROVE FINANCIALS EOM MARCH:

The balance in the operating account as of EOM June 2019 was \$98,093.76. The reserve balances total \$134,174.84, Bank of NE - \$12,960.00. Rockland Trust - \$42,028.90. A motion was made by Chris to accept the financial report of March and seconded by Helen.

Delinquencies, totaling \$3,947.00, not including the units with Legal.

It was noted that the operating account is getting low, so only planned expenses going forward, unless necessary.

It was also discussed about the fees for owners using the on-line payments are exceedingly high, to the tune of approximately \$500.00 +/- per month. A fee percentage should be charged back to owners who use the on-line payments to cover these convenience fees as they are not an Association expense. Shelley to speak to Alliance Bank as they offered a “no fee” program and will report back to the board for the next meeting. Shelley also to check with Website/Payeezy for Bishop to see if adding a fee to owners is a possibility.

MAINTENANCE UPDATES:

B2 – Card reader was repaired on July 11, the folks from Overhead Door and Chris were amazed they were able to put it back together based on damage. It was tested and works just fine.

B3 garage replacement – door has arrived at Overhead Door and installation scheduled for July 30-31.

B2 – fire alarm on 7/8 to a faulty hallway smoke detector #40, this was outside Units 51 & 52, there is no way to check if a detector is due to fail, other than disconnecting them, which will set off the fire alarm and would be very expensive to check. Shelley to talk to Hampshire Fire to see if there is a procedure for checking the dates on these and if so, what the cost would be.

B1 - drainage issue left corner by Unit 2 – still waiting for the quote from Clough. – Shelley to follow up.

B2 – Boiler leak since the winter has been fixed on 7/8/19

There have been multiple door and lock repairs during the month of July, Goffstown Lock has repaired them all.

Landscaping issues of dead bushes and B3 back dead tree, July is the anticipated time for pruning and removal of dead bushes.

Aaric to install entrance Private Property/No Trespassing and Doggie DNA signs is TBD

OLD BUSINESS:

Bicycle pick up is scheduled for August 9th, Chris will send blast email and Aaric Jr., has a tool to cut the bike chains.

Garage sweeping is scheduled for August 12, a separate email will be sent to B2 & B3 as well as signs posted in both buildings.

Amendment to the By-laws, deadline is July 31, updates are being sent daily to the BoD.

Hot Tub update – Matley Pools was at the property on Wednesday and there were issues with the electric, R&T Electric have more work to do with wattage/voltage in the mechanical room. Last step will be to have Jackson Construction out to close up: Once the unit has been boxed in Matley will need to come back to set up. It was noted that we were not charged for the Chem feeder that was not needed and was returned.

Dumpster surround - trouble with Granite Fence not keeping appointments. They need to again be called to finish project.

Private Property – No Trespassing signs we will get at “Home Depot”.

Trash issues – there is a recycle bin at B2/3 and it is has been confirmed that we can swap out a lid and make them both trash receptacles.

Unit door numbers – Shelley to check with another vendor regarding having them made up.

NEW BUSINESS:

Master Policy, deductible has been changed to \$15k on 7/1 a new cert, policy and letter to the owners was sent on July 12.

Planting on common areas by digging up grass to plant flowers is an on-going issue. Letters have been sent to units that have been doing this. This will be when drainage issues is settled with Clough.

Shelley to call Crack X to see if they can come fix foundation cracks and ask for free estimate

Review and replacement of CH signs, to be done after the hot tub is completed.

Lavoie Pools is closing their doors and we will now get our chemicals from L-R Pools.

EXECUTIVE SESSION:

DATE FOR NEXT BOARD MEETING: The next meeting is scheduled for August 20, 2019 at 10am.

ADJOURNMENT: The meeting adjourned at 7:15pm.