

**MotherBrook Condominium Association  
One Westinghouse Plaza  
Hyde Park, MA 02136  
Academy of the Pacific Rim Conference Room (Bld B)  
July 10, 2013**

Voting Members Present: James Burke (The Hamilton Co./Condo Board President), Pamela Ross (The Lofts at Westinghouse) Andrew Bloch (The Hamilton Co./Condo Board Treasurer), Michael McNally (Maverick Construction), Kevin Karlberg (James F. Stearns Co.).

Also Present: David Nevins (The Hamilton Co.), Chris Collins (Academy of the Pacific Rim).

Meeting was called to order at 9:09 AM.

I. Call to Order and Review of Agenda.

II. Formalities:

David Nevins communicated that proper notice of meeting was given. A quorum of members was present.

III. Review of Financials YTD 2013:

David Nevins led the process. A form was presented showing YTD changes versus budgeted which demonstrated certain line items have contributed to overages that required using the entire Reserve fund of approx \$35,000. Major issues contributing to the cost overages were: snow removal; removal of sprinkler riser attached to building C; and installation of new gate valve outside of building D.

Board voted to approve a one-time Special Assessment of \$30,000 to be spread according to each condo's beneficial interest percentage to be due and payable on or before August 16, 2013.

Additionally, the Board voted and approved (via email following the meeting) to increase the MotherBrook Condo fee income by \$4,000 per month beginning 8/1/13 and ending 12/31/13 to be payable monthly according to each condos beneficial interest percentage.

IV. Board also voted to change hours for camera monitoring (in order to reduce costs and still maintain adequate vigilance of site) to 12:00 AM – 3:00 AM Sun, Mon, Tue, Weds and to 11:00 PM – 4:00 AM Thurs, Fri, and Sat. This change will be made beginning August 1, 2013.

V. Board agreed that once additional funding is received, and funds are available, that management would investigate making some temporary repairs to the Building C lofts concrete pad parking area with the agreement that a more permanent fix would be discussed at the next meeting prior to completing the new budget.

VI. Board directed management to approach the current snow removal vendor (Madrona Bros) to attempt to renegotiate the contract- particularly the hourly expense for shoveling, and attempt to achieve a "not-to-exceed" price on snow trucking and disbursement. Results of this effort will be shared at the next condo meeting early fall.

VII. Board requested that Maverick Corp get a handle on signage of its tenants. Suggestions were made that Maverick consider installation and placement of their own directory to streamline signage in lieu of hanging banner signs on entry fence and placing "A Frame" signs on DCR and/or property entry land.

VIII. Board to reconvene around October to discuss draft 2014 budget and financial and physical property objectives for 2014.

IX. Adjournment:

Meeting adjourned at 10:05 AM.