

**Mother Brook Condominium Association
One Westinghouse Plaza
Hyde Park, MA 02136
Maverick Construction Conference Room
Managing Board Meeting
October 22, 2015**

Owners Present: Pamela Ross (The Lofts at Westinghouse), Kevin Karlberg (James F. Stearns Co.), Majid Pourshadi (Westinghouse Realty Trust), Chris Collins (Academy of the Pacific Rim), Michael McNally (Maverick Construction), Leny Chertov (Potomac Electric)

Also Present: David Abel (First Realty Mgt. Corp.), Laurie Ouellette (First Realty Mgt. Corp.), Christopher Sage (Maverick Construction), David Buccelli (APR)

Meeting was called to order at 9:10 AM.

I. Call to Order – it was noted that a quorum of members was present.

II. Minutes:

Draft minutes from meetings held on July 9 as amended to include Christopher Sage as present were approved.

III. Review of Financials YTD 2015:

Financial Statements including the Detail with Budget Comparisons, Balance Sheet, and Statement of Revenue and Expenses ending September 30, 2015 were reviewed. The operating fund deficit balance of (\$49,270) is predominantly due to Snow Removal and Legal Fees expenditures. Property & Liability Insurance and Utilities bill backs will offset the deficit.

IV. Maintenance

- It was noted that the Solimini settlement was accepted August 11, 2015.
- JB Engineering and Sounder Systems have begun the process of bringing the condominium units into fire code compliance. They are currently starting with Building A. Michael McNally stated, and it was understood and agreed with owners present, that the owner of Unit 8 is required to obtain a separate fire alarm system from Unit 4.
- Exterior light poles that came down need repair. Laurie will contact the utility company.
- The board recommended Madrona Brothers for the snow removal contract. Staking of the property should be done in November.
- Michael McNally gave Laurie a contact name and number to obtain a quote for LED light fixtures in the common area of the property.
- Colantuoni is assessing the water sub meters to determine appropriate splits for individual units. Once completed, water expense bill backs will be generated by FRM.
- The board approved T&K Asphalt quote for repairs throughout the complex.
- Elder Electric has been hired to assess electric meters in shared spaces and recommend reallocating to appropriate unit owners.
- Speed bumps were extended and asphalt repairs will be completed in November. Quotes for three bollards will be obtained for inclusion with 2016 budget.
- Pamela Ross introduced the Lofts Condominium anticipated plan to install solar panels.

V. New Business

- A preliminary 2016 budget was presented. FRM recommended that any 2015 surplus is added to the current Reserves balance.
- The Board requested a monthly status report from JB Engineering and Sounder Systems in writing.

VI. The next meeting date is scheduled for Thursday, November 12 at 9 a.m.

VII. Adjournment:

Meeting adjourned at 10:07 A.M.