

**Mother Brook Condominium Association**  
**One Westinghouse Plaza**  
**Hyde Park, MA 02136**  
**Maverick Construction Conference Room**  
**Managing Board Meeting**  
**March 24, 2016**

**Owners Present:** Pamela Ross (The Lofts at Westinghouse), Kevin Karlberg (James F. Stearns Co.), Majid Pourshadi (Westinghouse Realty Trust), Christopher Sage (Maverick Construction), Isaac Judd (Magic Beans), Jessica Sweeney (Ronjon Realty), Leny Chertov (Potomac Electric)

**Also Present:** Laurie Ouellette (First Realty Mgt. Corp.), Jan Brandin (FRM), Bob Morelli (FRM)

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 January meeting were approved.

**III. Review of Financials YTD 2015**

- December, 2015 Financial Statements reviewed. 2015 excess income voted to transfer to reserve balance
- January and February, 2016 Financial Statements to be sent week ending April 1

**IV. Open Items**

**A. Administrative**

- Owners sharing loading dock limited common area agreed to percentage split for related invoices
- Election of Secretary (to record minutes of meeting); Chris Collins and Isaac Judd were nominated but declined
- Drafting Rules & Regulations for the Association has been tabled until later in the year

**B. Maintenance**

- JB Engineering and Sounder Systems are in the process of bringing the condominium units into fire code compliance. Due to progress being delayed, it is being requested that both vendors attend a meeting; current availability of owners is May 11, 12 or 13.
- After review of landscaping bids, contract was awarded to Greener Horizons.
- Majid raised relevant questions related to separation/addition of water meters; Bob Morelli spoke regarding value of BSI Engineering generating a scope and specs for bids; they have been solicited for a bid

- Security cameras are up and running; Vigilease is providing quote for repair/replacement of two existing cameras plus providing information regarding individual unit accessibility.
- Chris Collins queried the separation of Verizon phone lines in his building;
- Copy of Elder Electric proposal to split electric meters to be forwarded to Chris Collins, Isaac Judd, and Pam Ross
- Bob Morelli detailed options for asphaltting the entire property ranging from \$705k for complete replacement to \$99k for crack fill/repair base and sealcoat (or \$24k for overlay without sealcoat – not recommended).
- Damages to Building K loading dock area submitted to Master Policy Insurance; Isaac’s contractor providing a bid for repairs
- A request to upgrade signage on the property and remove tenants signs on fences submitted
- Boston Water & Sewer will be shutting off the main water on Saturday, April 2 between 9-10:30 for maintenance.

**V. The next meeting date is scheduled for Thursday, May 12 at 9 a.m.**

**VI. Adjournment:**

Meeting adjourned at 10:30 A.M.