

**Mother Brook Condominium Association**  
**One Westinghouse Plaza**  
**Hyde Park, MA 02136**  
**Location: Bldg. A, 3<sup>rd</sup> floor**  
**Managing Board Meeting Minutes**  
**Thursday, March 23<sup>rd</sup>, 2017**

**Owners Present:** Pamela Ross (The Lofts at Westinghouse), Kevin Karlberg (James F. Stearns Co.), Majid Pourshadi (Westinghouse Realty Trust), Jessica Sweeney (RonJon Realty), Leny Chertov (Potomac Electric), Chris Collins (APR) and David Buccelli (APR)

**First Realty Management Present:** Phil Nieman, Senior Manager/Multiple Sites

Meeting commenced at 9:00 am

Guest Speaker Attorney Michael Merrill:

1. Call to order
2. Legal issues/concerns –
  - a) Mother Brook bylaws – board discussed the complexity of rewriting the bylaws. Targeted amendments.
    - I. Non-Smoking buildings
    - II. No short-term rentals, Air B&B allowed
    - III. Revisiting the air rights agreement
  - b) Power Building concerns – permits, abatement and traffic – Legal action would be necessary to change the beneficial interest and bylaws.
  - c) Asphalt Repair Responsibility – The board discussed with Atty. Merrill who has the financial responsible to repair and/or replace the asphalt. Although there was some debate over the wording of the master deed it was Atty. Merrill's opinion that the association as a whole was ultimately responsible. Board would like to:
    - I. Review limited common areas, egress map & 366 parking spaces
    - II. Atty. Merrill agreed to highlight the areas the association is responsible to maintain.
    - III. Devise a 10 year plan for the asphalt, instead of just addressing pot holes
    - IV. Total paving estimate \$1.5 mil.
3. Minutes – Owners meeting minutes Thursday, January 19<sup>th</sup> were revised to accurately account for the attendees.
4. Financials –
  - a) Financial review –December/Year-end financials – January 2017 report – Approved
  - b) Madrona Bros., Inc. Landscape & Construction – received snow/sidewalk log, National Weather Service report and paid the outstanding invoices – Board approved paying snow removal extras from previous winter/contractor.
5. Old business:
  - a) Sounder System Alarm Monitoring Service – signature required – Approved/Signed
  - b) Separate fire alarm systems required for all the companies – Master box needs to stay at guardhouse. Will discuss further at the next meeting.
  - c) Moving the mailboxes from bldg. A to Guard Shack area – Post Office Rep. (Tim McCarthy) stated they currently have three stops on the property and will not add another.
  - d) Possible relocate the master fire panel to bldg. K between the loading and the Academy of Pacific Rim

- e) Estimates to replace old signage (former company names, wrong bldg. letters, etc.) – Signarama and Larson Signs proposals – working with Signs by Jay.
  - f) Repairing and relocating Loft dumpster fence area – Scheduled to be completed ASAP
6. New business:
- a) Security camera mounted on Loft bldg. replacement estimate \$1,096. – Approved – Other cameras working fine at this time.
  - b) Bldg. K Magic Bean – roof leak (installation roofer: J&S Building Exteriors) – bldg. owner responsible for repairs.
  - c) Proposal to replace bldg. E water main shutoff – Saturday schedule – photos & proposal attached – Board authorized Potomac Electric to hire his own plumber to install the bldg. water sub-meter.
  - d) Wall repair near Maverick Construction – proposal attached – Board approved
7. Open Forum (misc. items, etc.) –
- a. Some concerns about the Verizon router connection for the security cameras but everything seems to be working as it should at this time.
  - b. Discussed concerns about snow removal contractor (Greener Horizon).
    - I. Missed several areas the first snow storms – resolved after walking the site with contractor.
    - II. Piled snow in wrong locations (i.e. – owners parking spaces).
    - III. Board decided that there was a learning curve but expects the contractor to do a better job going forward.
8. The next meeting date was re-scheduled for Thursday, June 1<sup>st</sup>, 2017
9. Meeting Adjourned: 10:48 am