

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes

November 17, 2022 6:45 -- Virtual Meeting via Zoom

**Present: Pam Ross, Carole Allen, Matt McKee, Chris Leuth, Matt Hogan and
Jim Sisk of R. Brown Partners**

The Board of Managers held the monthly meeting on November 17, 2022, at 6:45 PM via Zoom. A quorum was established with the following managers present: Pam Ross, Carole Allen, Matt Hogan, and Chris Leuth. Also present was Jim Sisk of R Brown Partners.

6:45: An owner submitted several questions which the board discussed or decided to look into. (1) The plan for the lining and painting of the parking lot by Motherbrook Board mentioned Stop signs and marked crosswalks. Will that be done? Yes, in the Spring when the final stages of the lot work will be done. (2) The second floor re-finishing looks as if it is not done at the turn at the end of the 2nd floor. Management will ask is another coat should be applied. (3) A board member/owner asked if there was a list of owners who are renting their units and a list of those renters in case of a board member needs to contact them in an emergency? (4) Is there also a list of artist units at this time. (5) Is there a document (Condominium addendum) given to owners that documents the rules and responsibilities imposed on those who are renting their units? If not, can we create one soon?

1. **Minutes** of the October 2022 meeting were discussed and approved.
2. **Budget:** The board reviewed the latest financial report sent from the management company. The S-REC credits for unit owners and the common areas was discussed.
3. **Motherbrook items:**
 - Bosse is still working on their complex, expected now in January.
 - The line painting was corrected and finished in the front and BW side. The rest will be done in the spring of '22.
 - The insurance policy and rise in cost for the Motherbrook policy was discussed. We should determine if there is another agent that can submit another price/policy.
4. **Maintenance:**
 - The elevator doors are still not repaired. An estimate was received from the company and discussed. The accurate estimate of damage was quite high compared to the original estimate which only covered re-finishing existing doors. Recommendation was made to allocate the full cost of the elevator repair to the unit owners of the vandal.
 - In addition the elevator is still not operating properly. The manager will talk to the repair group to get to the bottom of the issue.
 - Second floor hallway floor needs another coat.
 - Some of the side walls need minor repairs.
 - Ocean glass will be contacted about the delay in replacing common area windows.
5. **Other items:**
 - The remaining furniture for the lobby has been ordered.
 - A new draft of the rental limits from Merrill will be received shortly by the board to review. The board will also be sending a list of responsibilities for those who are or who wish to rent their units, such as notifying the board of moving in or out and restrictions on what days moving can happen, and of lease requirements.
 - Loftoberfest was a success.
 - During a closed session, a matter of property destruction was discussed.
 - A break-in was recorded on video that resulted in a police report, missing package, and re-locking the front window to curtain the thieves getting in.

- We are getting a quote for a better, more complete fencing for the park to cut down on the train noise, to be entered into the 2023 budget as consideration.

8:30

Meeting adjourned.

Next Regular Meeting: December 12th, 2022 at 6:45 via Zoom.