

Place: GM's office at BBL for owners. Board members call in.

MINUTES

Attendance: Donna Hansel, Phil Wharton, Elyse Fila, Doug McDermid, Marc Dupuis, Stacey Metivier (no owners were in attendance)

Announcement: (Donna Hansel) Marc Dupuis has replaced Ed Lyons as Director on the COA Board

Reading/Approval of Minutes: August 4, 2018 (Elyse Fila) Doug McDermid made a motion to accept the minutes as presented. Second by Donna Hansel. Vote taken, Minutes approved.

Financial Report: (Phil Wharton) Financial report for December 2018 is not yet complete. November was on track. Pool payment update shows \$5-6,000 still outstanding from some owners.

Old Business - Review and discuss

- 1). Movie Beam/Spectrum issues/Stacey Metivier Owner Judy DiCristofaro reported to Stacey that Boston news stations are not being received. Sports events do come in. There is improved reception, but Marc reported cable was not coming in, in the bedroom. Waiting to hear from Cindy at CMD regarding the listing of TV equipment listed on the budget comparison report.
- 2). Tree stump removal scheduling/Stacey Metivier Stump removal to be scheduled in the Spring. Need to check if contract has been signed.
- 3). Roof Replacement /Donna Hansel Completed, but may need some cleanup in the Spring due to snow fall during the project.
- 4). Pool Project/Donna Hansel & Stacey Metivier Stacey reported the spa pump has a leaking gasket, and will cost \$4-500 to replace. \$1400 is the cost to replace sensor. Stacey reported the pool company has some minor work to complete, need to mark pipe water flow. Donna noted the suspended ceiling install is not good and needs to be fixed, and Stacey is to work on collecting \$1500 back from the pool company because of their error with the radiant heat installation.
- 5). Special Assessment/Phil Wharton The pool project does not require any additional assessment. The \$6000 outstanding from owners will start accruing interest and will be added to the owners outstanding balances.
- 6). Ken Diegel (2nd request) Reconsider mini-heat and air conditioner air system Tabled. No new information has been presented to the Board for review. A 1982 Amendment to the By-laws gives the Board the authority to approve AC installations. Original request was denied because of the adverse appearance it would create on the exterior of the building.
- 7). Apartment/Marc Dupuis Marc spoke to Kayla about vacating the apartment and it would be inspected tonight.
- 8). Maintenance Issues/Marc Dupuis Marc will oversee maintenance work until a supervisor replacement is found.
- 9). Law Suit/ Elyse The slip and fall suit has been settled.

New Business - Review and discuss

- 1). Legal review of the BBL "no pet policy". Donna spoke to attorney Seth Greenblott who will review our "no pet policy" to confirm we are in compliance with the New Hampshire law which does not recognize companion or support animals as "service" animals.
- 2). Legal response of letter from NH Commission for Human Rights Attorney Seth Greenblott will respond to the NH Commission for Human Rights on BBL's behalf.

- 3). Fire Place in lobby/Stacey Metivier Unable to find a plumber to repair gas pipe or clean the gas logs. Marc will contact a plumber to try and get repair done in a timely manner.
 - 4). Building Maintenance/Marc Dupuis Suggestion to paint the treads of the hot tub with a deck cover material that is non-skid.
 - 5). Pool Heater replacement/Stacey Metivier \$4232.69 Major Maintenance expense for CMD to depreciate.
 - 6). Unit #219 placing lien on unit/Donna Have been working with owner, Paul Overstreet, to get current on COA dues which are over 90 days owing \$2800 for Oct., Nov., Dec. qtr. He has paid the pool assessment. His unit is an economy unit and his rentals have not been covering his dues as they had in the past.
- Note: Housekeeping, maintenance and the Front Desk Supv. Alice cleaned up the areas and painted the laundry and office rooms.

Other Board Business:

- 1). LLC reduces shared expense until Maint. Supv. is replaced, starting January.
- 2). Housekeeping hallway never repaired. Stacey reported rubber mat product was ordered.
- 3). New owner unit #103 Kim & Paul Gargano. Closing date 1/4/19 (list price \$72K)
New owner unit #513 closed Nov. 11th or 12th.

Open Discussion:

Workout room: Marc to inspect equipment and take inventory of what needs to be done. He will get prices for Free Weights, Rack & Bench and is authorized to place an order. He will inspect the Universal Machine and remove the broken part. Suggestion made that in the future the carpet should be replaced with a rubber floor. The Bicycle should be repaired or replaced.

LLC Meeting reminder – Tuesday January 8th @ 7:00pm – any items to add to agenda?

Adjournment: Elyse Fila made a motion to adjourn the meeting. Second by Marc Dupuis. Meeting adjourned at 8:10pm

Respectfully submitted by,

Elyse Fila
Secretary
Black Bear Lodge COA