

BROOKSTONE CONDOMINIUM MINUTES
OPEN BOARD MEETING
AUGUST 23, 2007

MINUTES

MEMBERS PRESENT:

Joseph Staffieri, President
Barbara Kennedy, Secretary
Marie Banford, Member at Large
Rusty Olimpo, Member at Large

MEMBER ABSENT:

Chris Senopoulos, Treasurer

Galman Representative:

Barbara Saxton, Regional Condominium Manager

Residents Present: 15 (Fifteen)

MEETING CALLED TO ORDER:

Meeting called to order at 8:00 p.m. by Joseph Staffieri, President.

TREASURER REPORT:

Barbara Saxton gave the treasurer's report in Chris Senopoulos's absence. Barbara Saxton reported Brookstone is fiscally sound with approximately \$1,128,000.00.

ACTION ITEMS:

1. Resolution Regarding Move-In/Move-Out Fees

All moves must be reported to The Galman Group at least 15 days in advance. Prior to any move a security deposit equal to (2) two months maintenance fee will be collected to offset any damages or expenses associated with the move. The owner must notify The Galman Group when the move has been completed. Security deposits will be returned within (15) fifteen days after an inspection is conducted.

Barbara Kennedy motioned to accept the resolution and Rusty Olimpo seconded the motion. Motion carried unanimously.

Snow Invoices:

2. Autumn Hill has asked Brookstone for payment on invoices totaling \$28,347.50 for services on the March 17, 2007 snow/ice storm. The Board, after consulting with legal counsel, has agreed to pay this bill.

Professional Roof Evaluation:

3. A proposal from PRS has been received for a complete inspection of all the roofs throughout the community for a sum of \$7,200.00. The inspection will include a study of both interior and exterior parameters of the roof, review shingle problems, review condition of existing gutters, fascia and trim, drawings, photographs of problem areas and an estimated life expectancy of each cluster, and developing a schedule and budgetary figures.

INFORMATION ITEMS:

Exterior Light Fixtures:

The installation is still in progress throughout the community.

Power Washing:

Aquaman has secured the proper insurance coverage and will start power washing all the buildings, patios, sidewalks, and the Club House in September. The total price for power washing is \$31,500.00.

Paving & Seal Coating:

Paving and seal coating an additional area on Sterling Road and Waterford Road will increase the original price by \$13,050 plus a small parking area on Sterling Road that was not included in the original quote for \$1,400.00. The total for the complete paving and seal coating is \$132,250.00.

Pool:

The Board approved the \$3,860.00 expense for the new pool cover.

Trash Contract Renewal:

The Galman Group has sent George Leck & Son a new contract which will include the Recycle Bank program. The increase cost of \$19.00 per unit, per month, will not take effect until the Recycle Bank containers have been dropped off. A mailing will be sent to all residents regarding the program as soon as a start date has been determined

Club House Water Fountain:

The water fountain in the Club House will be replaced as soon as Crowley Plumbing can locate a fountain that has the same plumbing schematic as the current one to eliminate costly plumbing modifications.

Snow Removal/Landscaping:

The Galman Group has sent out requests for proposals to provide snow removal and landscaping maintenance services to Brookstone.

Verizon/Comcast:

Verizon / Comcast are still working in Brookstone upgrading services requested by the residents. Legal council has recommended that the Township be contacted to see if these utilities have posted a bond and have authorization to do more work in Brookstone.

Insurance:

Traveler's Insurance has informed the Association of a coverage change in the Association's master policy regarding equipment breakdown and service interruptions.

CONFIRMATION OF NEXT MEETING:

The next Brookstone Condominium meeting will be held on September 27, 2007. The meeting will be held at the Club House at 6:00 p.m.

ADJOURNMENT:

The Open board meeting adjourned at 7:30 p.m.

