

BROOKSTONE CONDOMINIUM ASSOCIATION  
EXECUTIVE BOARD MEETING  
NOVEMBER 1, 2007

MINUTES

BOARD MEMBERS PRESENT

Joseph Staffieri, President  
Barbara Kennedy, Secretary  
Chris Senopolous, Treasurer  
Rusty Olimpo, Member at Large

BOARD MEMBER ABSENT

Marie Banford, Member at Large

GALMAN REPRESENTATIVE

Barbara Saxton, Regional Condominium Manager

MEETING CALLED TO ORDER

Meeting called to order at 6:30 p.m. by Joseph Staffieri, President.

TREASURER'S REPORT

Chris Senopolous reported Brookstone is fiscally sound with approximately \$1.3 million dollars.

ACTION ITEMS

1. Landscape Maintenance & Snow Removal:

The Landscaping Committee and Board narrowed the Landscape Maintenance and Snow Removal down to two contractors; Sharps Landscaping and Shearon Landscaping, with Sharp's being the lower of the two. Both contractors can provide snow removal services to the community on a time and material basis.

The Board agreed to offer Sharp's a two-year contract with a 90 day cancellation clause, with or without cause, subject to satisfactory further negotiation with Sharp's.

2. 2008 Budget:

The Galman Group has prepared a preliminary budget for the 2008 fiscal year. The budget adopts a conservative approach and estimates slight increases in utilities, as well as a 3% increase in management fees and a \$12,000.00 increase in snow removal.

The 2007 budget, due to unbudgeted projects such as power washing, shows a deficit. In light of the new landscape contract and a projected decrease in the Association's annual insurance premium, the insurance line item was reduced and the landscape contract budget was cut to \$135,000. Gutter cleaning was increased to \$8500; the painting line item now includes powerwashing.

## INFORMATION ITEMS

### 1. Totes:

The new recycle bank totes have been delivered. Homeowners who would like to opt out of the program need to call Leck for pick up of their recycle tote.

### 2. Club House Water Fountain:

Crowley Plumbing has not been able to locate a fountain for the Club House that has the same plumbing schematic as the current fountain. Mr. Staffieri has asked Maurice Potvin to locate and install a new water fountain.

### 3. Insurance:

The current policy with Traveler's Insurance expires on November 27, 2007. A renewal quote is expected from Traveler's. Smith Insurance has provided a proposal from CAU, the Association's prior insurer. .

### 4. Roof Inspection:

Professional Roof Services inspection is scheduled for the week of November 5, 2007.

## SECRETARY'S REPORT

Rusty Olimpo motioned to accept the minutes, and Joseph Staffieri seconded the motion. Motioned carried unanimously.

## OLD BUSINESS

### Action on Dogs:

Management included a letter to all the residents in the recent Brookstone Blooms newsletter reminding them of the Pet Rules and Regulations as written in the Association's governing documents.

## CONFIRMATION OF NEXT MEETING

The next Brookstone Condominium Executive Board meeting will be held on November 29, 2007. The meeting will be held at the Club House at 6:30 p.m.

## ADJOURNMENT

The Executive meeting adjourned at 8:15 p.m.

Respectfully submitted,

Barbara Kennedy

Barbara Kennedy, Secretary