Thatchmont Condominium Association – www.thatchmont.org
Board Meeting – September 19, 2001

Board Attendee's: Victor Samarov, Stephan Deibel, Ralph Memelo, Victor Frank, Leon McCalla, Neil Golden, Steve Wholley for Meredith

1) Several owners attended the meeting to discuss issues regarding services that are either provided or are not provided and should be.

2) Owners requested that the Association list of items be attached to the minutes. Given our resource constraints it may not be practical to address all of these items.

3) It was decided to hire Commercial Cleaning Company. They clean some of the buildings on Amory Street. Steve Wholley has sent owners a memo on this. Owners should contact Steve or Commercial Cleaning at 617 78CLEAN regarding any complaints.

4) Steve presented the Board with estimates to do some of the major work on the property. The estimates were for substantially more than we had anticipated (about 100%). We are trying to determine what alternatives are available.

5) RCN submitted a proposal to locate a battery backup power supply in one of our basements for their telephone network. This is required prior to RCN providing service to our Association. We are determining the best location from our point of view. RCN will attend the next Board meeting to obtain the required signatures for work to be done.

6) The attorney for our insurance company attended to discuss some issues.

7) After the meeting we were informed by Meredith that we were too small an Association for them and they were canceling our agreement at the end of this year.

8) The Annual Meeting will be on November 8 at the Holiday Inn Brookline at 7PM. All owners are encouraged to attend.

The next board meeting is October 24 at Unit 5 14 Egmont St.

Submitted by Neil Golden

Heating
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– Install clean out door in both chimneys
– Oil tanks overflowing when refilled in 14 Egmont basement (bad pipe joints, lack of air vent and/or clogged air vent)
– Replace broken radiator valves in rental units
– Insulate large steam pipes in basement(s) to save energy
– Insulate 1" water pipes near water heater(s) to save energy

Extra Cleaning
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– Steam clean carpets in front halls
– Deep clean front stairways marble and tile
– Vacuum/mop basements

Odd Jobs
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– Adjust all timers for lights (show cleaning company how to do this so they can check and replace bulbs)
– Fill sunked stump hole behind 15 Thatcher, in parking lot
– Place lock on maintenance area in 14 Egmont
– Board up window in basement(s) by oil feeds to save energy
– Fix broken window panes around basements
– Test all fire/smoke alarms
– Turn off radiators in front hallways to save energy and check valves
– Get rid of refrigerators and other trash in basements
– Fall bulb and shrub planting
– Use weed killer in parking lot

Administrative
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– Address RCN easement request
– Parking space inventory and rent extra spaces
– Storage area inventory
– Create and distribute parking warnings and parking permits for the lot
– Need signage for dumpster (Stephan has email with specs)
– Develop cash flow and budget projections based on property assessment and estimates
– Draft unit owner's information sheet
– Update owners handbook
– Review current insurance policy for coverage of full reconstruction costs

**Larger Projects**

High Priority
———————————————
– Fill cracks and repair badly cracked window sills (1st floors particularly bad)
– Repointing badly damaged parapet on Egmont side (about $20K)
– Wood replacement and quality exterior caulking and painting job around all windows
– Emergency lighting in stairwells (about $24K from previous bids)
– Replace rotten wooden basement window sills

Others
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– Strip and repaint wood around all front entries
– Repave and landscape back parking lot (one estimate $234K with granite curbs)
– Repointing all brick (one estimate $77K per side x 4 sides)
– Replace remaining tar/gravel roofs (about $13.5K each, but they leak less than the others!)