**Board Meeting Minutes for February 26, 2010**

**Regular Session**

Members Present:

Herb Cummings – Chair

George Davagian – Vice Chair

Connie Donovan – Treasurer

Alan Burleson – Secretary

Steve Daley

John Hackett

Jim Hilliard

Also present was Jay Donovan, Manager

Meeting called to order at 9:31 am

The minutes for January 29th were amended to include the reserve balance is in excess of $615,000.00 The minutes of last month’s meeting were formally approved.

We will send out the Board minutes more frequently, however you may see the minutes as soon as they are approved in the owners section of the Belmont Website.

Financials

Our finances continue to be in line with our budget. We would have more in the general operating account but we paid our insurance bill in advance and saved a substantial amount in finance charges. There are no major concerns to report regarding our budget.

Managers Report

The majority of the roof over the pool building is completed and we are in the process of adding Trex trim. The louvers at the gable ends of the Recreation Room will be replaced with sidewall, as they are no longer needed with the cap ridge and soffit venting.

A contract was signed with Toby Leary Fine Woodworking to replace all the common area windows in the mid-rise buildings. He will begin work in about three weeks. Another contract with RSP Welding was signed to install stainless steel grab rails at the landings in the garage lobbies and at the entrance to the Business Office.

The mid-rise garage floors are being cleaned and when the weather improves, we will be sealing the floors with the appropriate chemical. All work is being completed in house.

The clearing of the brush behind buildings 1 through 4 has been completed. The area looks barren currently; however Whitten Landscaping has stated that it will green up as soon as the growing season starts. We have asked for bids from several companies to install 375 linear feet of privet hedge behind buildings 1 and 2, to match the existing hedge behind buildings 3 & 4. We will have those bids in hand for the March meeting, which will still allow us sufficient time to plant before season starts. Whitten has supplied us with his bid which was in the $23,000.00 range and we are still awaiting others. We will also cover the exposed drainage culverts with chain link fencing for safety and then with shrubbery to hide the tunnels.

Townhouse Chimney Caps were mentioned over the course of the last few meetings. We looked into the documents and the caps are the individual responsibility of each town house owner. It is strongly suggested that you arrange for these or replace old with new, as you might be allowing for water penetration or providing and unintended entrance for wildlife. These caps will rust beyond repair.

Any owner that has had widows replaced by Mark Hamlyn should know that there were some issues with installation and he has been welcomed back on the property (only for) repair of the windows. He is honoring his work and the contracts that he signed with any owner here. There should be no expenses incurred by these owners and you must contact him personally to arrange for the inspection and repairs needed.

There has been a suggestion that we install a putting green somewhere on the property. We would like to have some owner input as to where they may like to see this added amenity. Please contact the office with ideas.

Restaurant

As reported in last month’s minutes, the Ebb Tide is going to be the new restaurant manager this season. They have submitted a sample menu and it looks very good. Paul McCormick or his designee will be managing the restaurant. Further meetings are scheduled in March to discuss particulars.

We have ordered tempered glass tops for all the dining room tables. They will sit on top of each table; hopefully resulting in a substantial savings in linen replacement.

For clarification, the restaurant is a private club for the use of Belmont residents and their guests only. No outside functions, other than owner requests with Board approval will be permitted based upon our condo documents.

Unit Owner Requests

#312 - Request to replace windows – approved

Cabana 67 - Request to panel walls and install flooring – approved

TH 5 – Request to replace kitchen, carpeting and glass in windows – approved.

#145 – ARC form was sent, in response to request for additional paperwork – Final approval given.

#241 – Conditional approval for slider replacement granted upon receipt of ARC form.

Owners are reminded that we must have all the approved paperwork in place before you may start any renovation project and that you use the manufacturers recommended contractors, to do the work.

Actions of the Board between meetings was approved and the meeting adjourned at 10:45 am. The next meeting will be held on March 26th via teleconference.