**Board Meeting December 18, 2009**

**Regular Session**

Members Present

Herb Cummings, Chair

George Davagian, Vice Chair

Connie Donovan, Treasurer

Alan Burleson, Secretary

Jim Hilliard

Steve Daley

John Hackett

Also present were Jay Donovan, Manager

Meeting called to order 08:22

Chairman Cummings welcomed everyone to the Board Meeting

**Financials:**

Trustee Donovan stated that our year end financials are looking very good and we should head into next year in a positive position. Unit owners that would like to see financials may request a time slot to view them in the management Office or on the Belmont Website.

Trustee Donovan also stated that he is a little concerned about condo fees being paid in a timely manner. There are penalties in place for those that pay late.

**Manager’s Report**

Our pool was repaired as it had a major leak and was completed at a substantial savings. The association saved approximately $4,000.00 over the initial bid. The pool also has its brand new winter cover installed. There are pictures of the cover on the website. All owners are invited to look at the new website that was just put up. Jay worked hard on this.

Fuller Electric has installed the thermostats in the mid-rise hallways, electrical and elevator equipment rooms. We will wait for a number of complete monthly bills to determine our savings over the previous years. We also installed shrink wrap on the mid-rise common area windows at the suggestion of Board Member Burleson. This should also help with the winter energy bills. Toby Leary (window contractor) has installed a set of windows on the third floor of Building Five and we are waiting for Sprinkle Home improvement to install a set of replacement windows on the third floor of Building Two. We will evaluate both installations and make recommendations as to which contractor will complete replacement of all common area windows.

The Town of Harwich Conservation Agent, John Chatham met with Jay and Craig Whitten and have issued a permit to remove, trim or prune all invasive species on the west side (non ocean) of the boardwalk. This work will be completed this winter and will primarily affect Buildings One through Four. Craig Whitten and Jay must go before the full Conservation Commission for approval on any removal on the east (ocean side) of the board walk. The cost of the current project is $6,400.00 and was awarded to Whitten landscaping as they were the winning bid.

We are working on replacing lighting fixtures in the mid-rise garages in an effort to save energy. The present fixtures are the originals and certainly not energy efficient. This is a project that we can do in house with our own maintenance personnel, thus saving us contractor costs and hopefully saving a substantial amount on energy consumption. We also discussed the installation of sensors in the garages and will be soliciting competitive bids to see if this may be a good investment. George Davagian will be exploring some energy efficient options and will report to the Board at the next regularly scheduled meeting.

**Restaurant**

Jim Hilliard’s update on our restaurant has not changed too much. It looks like the Ebb Tide Restaurant is the front runner at the moment. We also discussed the use of our restaurant for small outside parties (only during the times when it is closed) It would not interfere with the days that it is available to Belmont residents. We discussed placing glass tops on the dining room tables to lower our linen costs. This is a practice in many restaurants, both fine dining and leisurely facilities. The idea is that table cloths would not need replacing after each service as they would be protected with glass tops. Lastly, the condition of the carpet was mentioned. We will probably give it another good cleaning but replacement is close at hand. Herb Cummings thought that an opinion from a professional restaurant consultant may be in order so that he/she may suggest revitalization and revamping of the restaurant facilities for the future.

**Other Matters:**

Yearend bonus’ for the Belmont employees was unanimously approved. They will remain in line with last year.

W e will continue to list ongoing projects with their completion date so all can see the amount of work that is being performed at the property. This continual facelifts are imperative in order to keep the Belmont pristine. Pictures of large projects can always be found online.

**Unit Owner Correspondence:**

Replacement costs of chimney caps on town homes were discussed and there has been no decision at the present time with regard to this being a common area or unit owner expense. The matter has been tabled at present.

Cabana 26 owner requested to replace doors and tile floor – Passed

TH2 requested that the trust remove or trim the trees in front of his unit so that they may have an ocean view – declined

The date of the next meeting will be January 29, 2010. The meeting was adjourned.

The Board wishes all owners a Happy and Healthy New Year.

Respectfully submitted by

Alan Burleson