

Board of Trustees Meeting Minutes
Wednesday, June 26, 2013 7:30 pm

1. **Call to Order and Acceptance of Minutes:** *Chair Kelly called the meeting to order at 7:35pm.*
 - a. *Trustees present: Laura Kelly (Chair) and Les Gosule (Treasurer), and Joanne Farnham*

Management present: Kiran Ruparel.
 - b. *Chair Kelly reported that the Trustees had previously accepted the minutes from the April 2013 Annual Meeting. Copies of the minutes were provided to those present (also available on the website)*
2. **Treasurer's Report:** *Treasurer Gosule provided an overview of the Seaport's financial performance for period through May 31, 2013. Copies of the statements were provided to those present. Contact management for a copy of the statements.*
3. **Update on Garage Project:** *Chair Kelly reported that that the landscaper is scheduled to start the prep work for the garage project (ie: removal of specific vegetation) in the upcoming weeks. The excavation work is expected to start the second week of July. The time for completion is weather dependant.*
 - a. *There were follow-up questions posed in regards to the May 2013 Informational Meeting held regarding this project – including budgeting/cost discussion, the specific components of this “phase” of the project, and the details of the oversight involvement by the engineer.*
 - b. *Management will follow up with the engineer for specific items to be addressed in the oversight of the project.*
 - c. *A copy of the “Leak Inspection” report prepared by FSL Associates is available for owners to review in the Management Office. Please schedule an appointment during normal office hours to review the report. The report (or copies of the report) may not be removed from the Management Office.*

4. **Overview of rules for trash disposal and recycling:** *Chair Kelly reminded those present that there are specific guidelines for disposal of household trash:*
- a. Whenever possible, household trash should be bagged and disposed of in the trash chute located on each floor.
 - b. For items prohibited (or too large) for the chute, bagged household trash may be placed in the designated area in the garage.
 - c. The blue and green bins are for recyclable material only – please see signage posted in the mailroom for acceptable and unaccepted items under the recycling program. Food waste should never be placed in the recycling bins.
 - d. Trash service allows for household trash only – Owners and tenants are not permitted to dispose of furniture, mattresses, appliances, construction debris (carpet remnants, cabinetry, etc.) or other like items. Individuals must make arrangement to have these items removed.

This information is also available in the Owner's Handbook on the website.

*Chair Kelly reminded those present that disposal of inappropriate items can have monetary impact on the Association. **As such, violation of these rules may result in fines.***

There was additional discussion on the use of shopping carts and weekend placement of common area trashcans.

5. **Other Items:**

- a. *There was a discussion regarding the preventative maintenance of the dryer ventilation system. Manager Ruparel provided information regarding the regular scheduled maintenance of the rooftop fans. Chair Kelly confirmed that the dryer shafts were an item that the Board of Trustees was currently discussing and that this specific aspect would be included in the discussion among the Trustees.*
- b. *There was a question regarding the repairs / paint of balconies. Chair Kelly requested that the unit owner contact the Management Office directly to discuss the necessary work.*
- c. *There was a question regarding an animal in the building. Chair Kelly clarified that the Board of Trustees has provided an accommodation to the "No Pet Policy" for one individual. This request was originally reviewed by the Association's attorney in 2012. Based on the information provided, and under the advice of legal council, the Board believes that they were given*

enough evidence to support the granting of a reasonable accommodation and a waiver of the “no pet rule”.

There were questions regarding access to specific common areas (fitness center, lobby, etc). The attorney has clarified that there are no restrictions to access of any common area.

There was a question posed regarding the specific law under which this was accommodation pertains to. For further clarification, the Board of Trustees provides the following response from the attorney:

“The Federal Fair Housing Act (“FFHA”) which does apply to Condominiums prohibits discrimination in housing on the basis of among other things, an individual’s handicap or disability. The tenant has requested a reasonable accommodation i.e. a waiver of the “no pet rule,” and under the standards applied by the Massachusetts Commission Against Discrimination (“the MCAD”) and the Department of Justice who provides guidance on such Acts as the Americans with Disabilities Act (“ADA”) or the Federal Fair Housing Act (“FFHA”) the tenant has provided that which under the law would require the Board to grant a reasonable accommodation/waiver of the no pet rule...”

Further questions regarding this matter should be addressed directly to the Board of Trustees by emailing board@seaportcondominium.com

6. Adjournment: 8:30pm

The next Meeting will be held on August 28, 2013 at 7:30 pm

BOARD OF TRUSTEES

Laura Kelly, Chair
Les Gosule, Treasurer
Joanne Farnham
Randy Monahan
Joseph Yeretsian

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