

Board of Trustees Meeting Minutes
Wednesday, November 28, 2012 7:30 pm

1. **Call to Order:** *Chair Kelly called the meeting to order at 7:35pm. Trustees present: Laura Kelly (Chair), Les Gosule (treasurer) and Joe Yeretsian. Management present: Kiran Ruparel.*
2. **Acceptance of Minutes:** *Chair Kelly reported that the Trustees had previously accepted the minutes from the September 26th meeting. The minutes are available on the website.*
3. **Treasurers Report:** *Treasurer Gosule provided an overview of the Seaport's financial performance through October 31, 2012. Contact management for a copy of the financial statements.*
4. Progress report on current projects
 - a. **Hot Water Tank Project:** *Trustee Yeretsian provided an update to the hot water project. Since the last meeting, the Trustees have secured a contract for replacement of the hot water tank. The replacement parts are currently on order and expected to be delivered and installed in the upcoming month. Once scheduled, the date of the installation will be communicated to owners and residents.*
 - b. **Garage Project:** *Trustee Yeretsian provided an update to the garage project. Since the last meeting, the Trustees have met with the engineer to review the report from the exploratory work conducted in the fall. The engineer provided several recommendations, all of which are under consideration for scheduling in the upcoming year. The Trustees will begin the bidding process in early 2013.*
 - c. *There was a question regarding the source of funding for these projects. Chair Kelly responded that both the hot water tank and the garage project are expected to be funded from the capital improvement line of credit.*

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Les Gosule, Treasurer
Joanne Farnham
Joseph Yeretsian

5. **Holiday Party:** *Chair Kelly reminded those present that the holiday party is scheduled for December 31st. All owners and residents are welcome to attend. There will be a sign-up sheet posted in the mailroom.*
6. **Open Comments and Discussion:** *There was an inquiry regarding the recent survey on the pet policy. Chair Kelly reported that the survey results have not yet been reviewed by the Trustees.*
7. **Adjournment:** *Meeting adjourned at 8:15*

The next meeting of the Board will be held on Wednesday January 30, 2013 at 7:30 pm.

Respectfully submitted,

Laura Kelly

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