

**MINUTES OF THE ANNUAL MEETING  
OF THE CARILLON CONDOMINIUM TRUST**

May 9, 2017

Trustee Peter Massicott, MD called the meeting to order at 7:40pm EST pursuant to notice, duly given. An agenda was circulated to all present, as well as a cost breakdown of exterior renovation work and an Income Statement for the period ending April 30, 2017. The agenda and financial documents are attached hereto.

**1. Roll Call**

Trustees and other unit owners introduced themselves to one another. The new owner of Unit 803 was welcomed to the association. Representatives of Boyd/Smith were in attendance. Quorum was established.

**2. Explanation of the Assessment and Expenditures on Exterior Repairs**

Mr. Smith provided an overview of the investigation, report, budget, and repair protocols overseen by Simpson Gumpertz & Heger (SGH) (a national engineering firm that designs, investigates, and rehabilitates structures and building enclosures), and carried out by Phoenix Bay State Construction (a premier and trusted masonry, AVB and waterproofing contractor in the greater New England area).

In brief, the repairs cleaned, remediated, and restored the GFRG siding, filled cracks, and replaced caulking. The result is an exterior façade that looks brand new and which should eliminate moisture intrusion, prevent mold, and avoid costly damages in the future, while extending the useful life of the exterior of The Carillon. The project was completed on time and under budget.

**3. Explanation of Window Stops**

Many of the unit owners opted to replace obsolesced windows with new Pella windows. As part of bringing these new windows into compliance with applicable building code requirements, stops were fastened between the sill and the casing. These prevent an opened window from being caught by a gust of wind and pulled out of the frame.

**4. Budget Explanation**

Funding for the major exterior renovation resulted in \$65,000 being withdrawn from the reserves. There should be another \$15,000 coming into the reserve account for 2017 HOAs. That should leave approximately \$140,000 at the end of this year in reserves. Discussion emerged over whether to increase contributions to the reserve, whether to pay for depreciation each year or to wait for assessments when actual needs require, and about the efficiency of keeping reserves in a cash account versus some other financial instrument. It was agreed that a new Reserve Study should be completed, because the former study was commissioned before the exterior project was assessed

and was based on unrealistically conservative assumptions. The Trustees agreed to review the results of a revised Reserve Study and make a decision. Forecasting for the remainder of this year, there appeared to be no changes required to the budget. 2017 appears to be on the same track as 2016.

## **5. Discussion of Changeover to AC**

The association discussed the best approach as we near "shoulder season" where the temperatures can fluctuate between uncomfortably cold to uncomfortably warm without air conditioning. In short, building-wide heat should be available when night-time temperatures are in the 40s and building-wide cooling should be available when daytime temperatures are in the 80s. Legally, the association must keep the heat available until the first week of June.

## **6. Miscellaneous New Business**

- a. Window washings will begin shortly. Unit owners will receive notice in advance to remove exterior screens.
- b. B/S will be conducting a pressure wash of the garage floor and storage areas. They will arrange for unit owners to temporarily move vehicles to enable this to be done. As part of this washing, the roof of the garage on the West side of the building will also be cleaned. B/S will be improving lighting in the garage.
- c. If unit owners need temperature adjustments for hot water supplied to their unit, they should contact B/S for assistance. This is done on a unit-specific basis.
- d. The Trustees are researching building-wide internet, phone, and cable provision. The idea is, there may be superior quality services available at a lower price, if these services are done on a wholesale basis for The Carillon. It would also be ideal if unit owners had the option of un-bundling these services, in case they only want to pay for some but not others. The Trustees will evaluate options.
- e. B/S is evaluating the code compliance and cost associated with upgrading the roof deck grill to gas (from electric) as well as improved lighting, patio furniture, and the possibility of a gas fire pit for greater use and enjoyment of roof deck.
- f. All residents are invited to join the Fenway Civic Association. Mr. Bookston is a board member and it is a community-minded group with social benefits.

## **7. Election Results Announced**

Four trustee candidates were elected by the majority of beneficial ownership interest. Trustees serving until 5/9/2018 shall be:

Peter Massicott, MD    John Bookston, Esq.    John Wood, Esq.    Gil Alterovitz, PhD

The Carillon welcomes Gil as a new Trustee. His bio available here:

<http://www.mit.edu/~gil/>

## **8. Adjournment**

Trustee Peter Massicott, MD adjourned the meeting.