

250 Beacon Condominium  
Board Meeting  
January 11,2022

Location *via* Zoom

Present: England, Asquith ,Coolidge, Levy, Albro, O'Brien, Silva

Call to Order: 1800hrs. England

Review of Minutes: England (no additions/comments)

Treasury Report: Coolidge- Hingham Savings account: \$28,277.48  
Cash operating balance \$ 77,060.50

Topics:

Old business

**Budget**

- net operating income 11/20-10/21 \$-36,779.14
- When examined by England, Coolidge, O'Brien past three years of budgeting noted to be positive \$ 4820
- budget processing seems to be in order with \$30,000 set aside in reserve
- follow along month by month to be sure expenses are in line with income
- consider special assessment for elevator motor replacement including on site management fees from Lighthouse

**Entry system phone-617 247 4172**

- phone number did not have caller ID
- multiple calls to Verizon
- now reads out as "250 Beacon"
- may be tied to owner's cell phone

**Detectors**

- Not all units have appropriate number of smoke/CO detectors
- Legal counsel grants Board approval to update all units appropriately
- outside firm will be contracted to inspect/recommend number of detectors needed then return to install (minimizing owners inconvenience)
- this will be done as a onetime association expense

**Emergency assistance**

- in the past no formal listing of personnel available and number(s) to call
- Rodolfo is available 24/7 M-F, Melvin weekends
- Lighthouse has 24/7 concierge service
- at the end of all monthly minutes will be a schedule of "away time" for Rodolfo as well as phone numbers

**Elevator**

- the motor in the main elevator is slated to be replaced
- Replace before it is no longer functional, an RFP from Atlantic Elevator projects cost of \$33,000 plus on-site management fees (as above)
- this should be paid for by special assessment and work planned for summer
- a deposit will be paid to Atlantic to secure motor and installation planned in early summer. John O'Brien, England will meet with company representative to create timeline for the work so as to minimize the elevator will be out of service (a week)

New Business

**Contractors working off hours**

- as stated in condo by-laws, no such work is permitted without prior consent of the board
- a unit owner requested permission to have electrical work (minimal noise) 1/17/22
- the board was polled
- work was approved as scheduled

**Water leaking between units**

- the issue of how damages are to be covered has been an ongoing source of frustration between unit owners
- the by-laws are clear (and similar to an industry wide standard)-all repairs in each unit is the responsibility of the unit owner. Attached to these minutes is a letter from counsel clearly answering the issue in question
- in a "straw poll" the entire board voted not to change the by-laws
- the board invites anyone who wishes to discuss this topic to attend the next board meeting

**Meeting adjourned at 19:05**

Rodolfo 617 293 7736

Melvin 617 470 1866

Lighthouse RM 617 608 2494 John O'Brien cell 339 788 7025

**Schedule**

RS available 24/7 weekdays

MC available weekends

RS out 1/24-2/4 2022

MC covering 0800-1400 1/24-1/28 (plus usual weekend hours 8-11 as dictated by arrival of US mail)

MC covering RS 1/31-2/4 same hours as week before

250 Beacon Condominium  
Managers Meeting Minutes  
February 9,2022

Location: Asquith unit 15

Present:England, Coolidge, Asquith, O'Brien, Silva Levy (phone)

Call to order: England 18:00 hrs

Review of minutes from 1/14/2022- No additions or comments

Treasury Report: Coolidge-Hingham \$ 28,277.00 Cash operating balance \$ 80,951.40

**Old Business:**

*Smoke/CO Detectors*

Many units are deficient in their number of detectors and many of them are old.

We discussed the need to comply with regulations (Boston Fire Department) by requiring all units to place a detector (photo-electric type for smoke) in each bed room (3/unit) and place a combination smoke/CO detector in the hallway outside the bed room area. All need to be less than 10 years old, and utilize a ten year sealed battery.

Those units having been renovated after 1975 need to have hardwired detectors located in the same manner.

An outline of the BFD guidelines is attached to the minutes.

We agreed to hire an outside firm to correct any deficiencies, to acquire the necessary detectors and install them throughout the building. The units will be easily stuck to the ceiling without the need for drilling!

John O'Brien has reached out to K Security Systems and a commitment is in place (\$1000.00 plus cost of the detectors to be paid for by the Association).

John also found an appropriate box for housing a key to the front door. This will only be accessible to the BFD hopefully avoiding the need to break the glass in the front door!

*Elevators*

Both elevators are old and parts are impossible to obtain  
We have an inspection from the city scheduled for 2/17/22

The main elevator motor is unable to reach ample RPMs and generate enough torque at full speed to pass a load test (due in the near future). A new one has now been ordered and a deposit has been put down with Atlantic Elevator. Total cost \$32,000.00. The planned exchange will take two to three days and occur in the late spring. Ample notice of the shut down will be given well in advance.

A technician from Atlantic came to assess the situation with the service elevator. He will write up a proposal to bring the entire elevator system up to date. He says the controller panel will definitely need to be totally updated since it dates to 2003. There are no replacement parts available should there to be a breakdown!

**New Business**

*Water leaking in east stairwell, basement (See photos of droplets of water leaking in from the AC lines)*

Though this is not really a "new problem", recent heavy rain has caused water to leak in through the air-conditioning lines on multiple floors. We had a crew recently spend two days scraping all loose paint and plaster from the stairway walls. Attempts in the past have been

250 Beacon Condominium  
Managers Meeting Minutes  
February 9,2022

made to solve these leaks including using a type of building caulk to expand and seal around the pipes and electrical conduits coming through the wall. As well, a roof drain ( \$22,500.00) which was recently installed to keep the water from getting inside the cover of the AC and power lines coming down the side of the east stairwell (called the chase). It has not totally solved the problem of water leaking into the staircase especially at the second, third and fourth floor landings.

The basement hallway also shows signs of water leaking through the recently painted wall.

Michael met with Paul Capobianco, the owner of Alpha weatherproofing to review the issues and to create a plan going forward. This would include using “pipe” staging from the roof outside of Rodolfo’s office and going up four stories. The covering of the chase in the affected locations would then be removed for inspection of the walls. If appropriate, sealant would be applied where the lines enter the building. A plan to address the leaks in the basement wall will be created as well.

*Lobby entrance of 250 and stairway walls*

The board has engaged a professional interior decorator to make recommendations for updating the lobby for a cost of \$2900.00.  
Stairway walls will not be attended to until after the current leaks are eliminated.

*Budget*

We have been working with Lighthouse closely to make sure our expenses are on budget. The additional costs outlined above may necessitate an assessment. This figure has yet to be determined.

The meeting was adjourned at 19:10 and the next meeting is scheduled for March 8, 2022 @ 1800hrs in Paul Asquith’s unit

Respectfully submitted,

Michael England

250 Beacon Condominium  
Monthly Managers  
March 8,2022

Location: Unit 15 Paul Asquith

Present: M England, P Asquith, G Coolidge, B Levy (Zoom), R Albro, R Silva, J O'Brien, and J Doucette, guest (Zoom)

Call to Order: M England

Review of Minutes: M England

Treasury's Report: G Coolidge: Hingham Saving \$ 28,277 Cash \$ 54,702

**Old Business:**

*Smoke/CO detector*

K Security has been approached by Lighthouse to inspect and install detectors throughout the building. They will contact M England as a first step in the process and then will determine the number of single/combo units needed (10 year lifespan)

*Emergency access box for BFD*

The box has been ordered and will be installed

*Elevators*

An inspection was done 2/17 and the main elevator failed due to a recent code change by the City of Boston. We need to reprogram the elevator controllers for Fire recall Service.

Thereafter, it will have to be retested at a cost of \$1500.

The new motor for main elevator is due to arrive within a month to six weeks. Installation will be scheduled for a time of predicted low use. We have no word yet on the cost of a new controller for the service elevator

*Water leaks in stairwell and basement*

Waiting for warmer weather for projects to begin

*Monthly Budget review*

The budget comparison report covered November through February. Due to the unexpected costs of the roof drain and elevator upgrades an assessment is likely. An exact figure is yet to be determined but is expected to be in the \$100,000.00 range.

**New Business:**

*Water leaking between units*

John Doucette met with the board *via Zoom*. He proposes a change to the current by-law regarding damage within a unit due to misfortunes resulting from another unit. Currently, if there is damage within a unit, the owner pays the first \$10,000.00 (covered most likely by their own homeowner's policy). Then the Association's master insurance picks up the additional cost of repairs. John would like to explore whether it is feasible to have the offending unit owner financially responsible for such damage to other units.

Explanations and pro/con arguments will come later.

The board agreed to John's suggestion that the master insurance policy be put out to bid.

*Web page for Association*

We will consider creating a secure web page for unit owners so that communication at all levels may be improved. This would include the posting of the by-laws, all current and past monthly manager's meeting minutes as well timely communications from Lighthouse and Rodolfo!

John O'Brien will suggest a company to assist us in this undertaking.

*Front lobby refresh*

An interior decorator will be engaged to work with the board on updating the lobby and improving the stairwell appearance after the persistent leaks have been eliminated!

Respectfully submitted by  
Michael England

*Next meeting*

April 12, 2022 @ 1800 hrs in Paul's unit