

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **April 17, 2013**
Time: 7:00 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by: Matthew Pitney

Attendance: Chairman: Tony DiMasi, Trustees: Karen Toney, Fred Chamberlain , Michael Kaye, Dan Romard, Matthew Pitney, Property Manager Reed Rappoli & Crowninshield representative Chris McCarthy.

I. CALL TO ORDER – 7:00P

A. Hearing Requests- There were no hearings

II. APPROVAL OF PRIOR MEETING MINUTES

A. February - Michael made a motion to approve the minutes. Karen seconded and the board approved

III. FINANCIAL REPORT

A. March – Dan Presented – Overall it was a good 1st quarter and the reserve continues to trend upwards.

IV. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance charges – Reed presented – Reed adjusted the charge breakdown
- B. Tractor – Repairs made to the tractor have been completed
- C. Heating repairs – Heat pipes were repairs were finished in 38 Lionel. The repairs will be finished in 36 Lionel this month.

V. NEW BUSINESS

- A. Tree Removal – Reed and Vaneria are going to make a priority list. Those trees will be marked for removal and the residents will be notified. After 7 days of notification the board will make a final decision on tree removal.
- B. Roofs- Quotes have been received and will be reviewed by the board.
- C. Reserve Study- Board has decided to not have the study performed at this time.
- D. Quorum Discussion- Mike made a motion to keep re-election members on the board. Matt seconded and the board approved. Mike made a motion to keep Tony as the chairman of the board. Karen seconded and the board approved. Tony motioned to keep Karen as vice chairman of the board. Mike seconded and the board approved.
- E. Parking – 2014 Parking stickers will be issued at the same time of the voting balloting.
- F. Website- Karen is working with the current web service to receive the best possible service and price

- G. Pool- Tony made a motion to have Sweetwater Pool Service perform maintenance to the pool. Karen seconded and the board approved.
- H. Guard Rail Repair – Tony made a motion to have Vaneria repair two guard rails that haven been damaged. Karen seconded and the board approved.
- I. Road Patch – Dan motioned to have P.W. Ryan repair a hole in the road near the tennis courts. Karen seconded and the board approved.
- J. Solar Panels – Scope of work is too much. This topic has been tabled for further discussion.
- K. New board member – Tony motioned to appoint Kevin Russo to fill the vacant seat on the board. Karen seconded and the board approved.

VI. Executive Session-

- A. Correspondences;

Meeting adjourned at 9:48pm

May's meeting will be held on Wednesday May 22nd at 7:00pm.