



Site Staff

Property Manager – Reed Rappoli
Office Assistant – Jacqueline Bass
Foreman – James Falzone
Maintenance – Santos Pineda
Maintenance – Salvador Cornejo

Management Company

Crowninshield Management Corp.
Chris McCarthy, Regional Manager
18 Crowninshield Street
Peabody, MA 02169
(978) 532-4800
northgategardens@crowninshield.com

Trustees

Chairman – Tony DiMasi
Vice Chairman – Karen Toney
Trustee – Dan Romard
Trustee – Fred Chamberlain
Trustee – Michael Kaye
Trustee – Matt Pitney
Trustee – Kevin Russo

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Hill Stabilization

The Board of Trustees approved a proposal to investigate the erosion of soil along the edge of the hill behind buildings 52-54, 56-58, 62-64 Jacqueline Road.

Coweset Engineering will conduct an existing conditions survey and work with the Board to design a system to prevent further erosion.

Heat

Please note that the heat in every building was turned on for the winter. In an effort to minimize emergency service calls, please check your heat early in the season and report to the office any problems as soon as possible.

As a reminder, unit owners are responsible for the thermostat that controls the temperature in their unit (in addition to radiator covers and mounting brackets). All other components of the heating system are maintained by Northgate.

Please do not wait until the first cold night to test your heat.

New Boilers

PR Douglas Company completed the replacement of boilers and water heaters in buildings 27-29 and 36-38 Jacqueline Road.

As a reminder to residents who live in any building with new equipment, these boilers will not

activate unless the outside temperature drops below 55 degrees (F) in order to maximize our energy efficiency.

Window A/C Units

Please remember to remove all window A/C units no later than November 1st *continued...*

(this does not apply to A/C units mounted through the wall). Failure to comply will result in the fine structure applied to the unit owner’s account.

Pool Area/ Grills

The pool area, including the grills, will be closed for the season at 6:00 PM on Sunday, September 29th.

As a reminder to all residents, charcoal and gas grills may only be used on ground level patios, at a minimum distance of 10 feet away from any window, door, vent, or other opening of the building. Only electric grills are permitted on 2nd and 3rd floor balconies.

Vacation Parking

Due to the high demand for every parking space, it is crucial for all residents to make sure that their vehicle is parked in the correct location while away for vacation. As we approach the winter months, the office will distribute the winter parking rules and winter storm parking map. Current parking stickers will expire on December 31st, and residents will have until the end of January to pick up a 2014 parking sticker. Residents who are planning to be away during winter months must make arrangements with a friend,

relative, or neighbor to pick up a new sticker.

Important Phone Numbers

Northgate Office:

(781) 894-8322

Crowninshield:

(978) 532-4800

After-Hours Emergency:

(781) 894-5583

Waltham Police non-emergency:

(781) 893-3700