

**December 2014
Newsletter**

Next Board Meeting
January 20th at 6:30pm
Northgate Office



Site Staff

Property Manager – Jacki Bass
Office Assistant – Christine Barrington
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 – Michael Kaye
Trustee – Matt Pitney
Trustee – Kevin Russo
Trustee – John Vrahliotis

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Snow Removal Parking Reminder

Please refer to the winter parking policy handout we provided. For your convenience, the winter snow parking map can be found on the Northgate Gardens website as well as the bulletin board in your laundry room.

Vacation Arrangements

If you are planning a vacation, please make sure to let the office know if you are leaving your vehicle on the property. It is important to make sure your vehicle is moved to the designated parking areas for both Jacqueline Road and Lionel Avenue. This will improve snow removal efficiency in case of a storm while you are away. Please make sure that you close your windows in your unit and set your thermostat before leaving to avoid frozen pipes.

Happy New Year

Best wishes to everyone from the Board of Trustees at Northgate Gardens & Crowninshield Management



Solicitors

Recently, it was mentioned to our staff that solicitors had been on the property after office hours. We were told these solicitors had been buzzed into various buildings. We want to remind residents, to please be aware of whom you are buzzing into the buildings. It is in everyone's best interest to find out who it is before allowing a person entry.

2015 Parking Stickers

The 2015 Parking Stickers will be available beginning January 2nd. Requests will be sent to all residents to come into the office and register for the new year. The end date to have your vehicle(s) registered with the office is January 31, 2015.

December 31st, New Years Eve
Office will close at 2:00pm

January 1, - New Year's Day
Office Closed

Maintenance will continue to be on call for emergencies during the office closures.

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