

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **April 30, 2015**
Time: 6:30 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by Matthew Pitney

Attendance: Chairman: Tony DiMasi, Trustees: Karen Toney, Michael Kaye, Matthew Pitney, Kevin Russo, John Vrahliotis, Dan Romard, Property Manager Jacki Bass & Crowninshield representative Chris McCarthy.

I. CALL TO ORDER – 6:30P

II.

A. Hearing Requests- Hearing by residents William Sutherland & Ifran Usam.

III. ELECTIONS

A. Michael made a motion to re-elect Tony DiMasi as the chairman, Karen Toney as co-chairman & John Vrahliotis and Kevin Russo as trustees. Matthew seconded and the board approved.

IV. APPROVAL OF PRIOR MEETING MINUTES

A. March – Karen made a motion to approve the March Annual meeting minutes. Michael seconded and the board approved.

V. FINANCIAL REPORT

A. March– Dan presented. The March financials look good however with all of the snow this year the snow removal expenses were higher then budgeted. This overage is going to be carried throughout the entire year. Due to the new boiler systems the gas expenses are lower then budgeted. The finances need to continuously be monitored because of the snow removal overage.

VI. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance Charges – Jacki presented. No problems to discuss.
- B. Back doors to be replaced – Jacki is going to provide a report listing which doors need replacing first. Jacki is going to get quotes for more then one door rather then one at a time. Also some of the cement near the doors needs attention due to frost issues in the winter.
- C. 90-96 Lionel Boiler Replacement/Leaking issues – PR Douglas is going to repair the heating system that is leaking on 90-96 Lionel. PR Douglas is also going to pressure test all of the buildings so there will be a report of the status of each system.

VII. NEW BUSINESS

- A. Property Repairs – The railings near 35-J and 64-J have been repaired. 56-J front steps need repair. Jacki is going to get quotes for a repair of the front steps and the entire walkway so the work can all be done at the same time. Maintenance is going to clean and repaint the stairwell ceilings of all of the big buildings that had water leaks over the winter. This work will be performed over the summer.
- B. Boiler Replacement 9-11 Jacqueline Rd – ???????
- C. Additional Handicap Space – An additional handicap parking space is going to be added on Upper Jacqueline Rd.
- D. Landscaping – Jacki is going to make a report of shrubs and plants that need to be removed and replaced. Jacking is also going to look into a solution to the lack of landscaping behind 54-58 Jacqueline Rd.
- E. Line Stripes – Maintenance is going to restripe the parking lines.
- F. Lighting – Jacki is going to look into solutions for the flood light issues throughout the complex.
- G. New Gas Contract – A new gas contract has been signed with Great Eastern Energy for 2 years.

VIII. Executive Session-

Meeting adjourned at 10:09pm.

Next meeting has been scheduled for Tuesday May 19th at 6:30pm