

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **May 19, 2015**
Time: 7:30 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

A. Hearing Requests- Hearing by residents Neal Chamberlain & Mike Doss.

II. APPROVAL OF PRIOR MEETING MINUTES

A. April – Karen made a motion to approve the April meeting minutes. John seconded and the board approved.

III. FINANCIAL REPORT

A. April– Dan presented. The April financials look good. Still waiting on the last snow removal for the roofs invoice to hit snow removal. The Reserve is in good shape but the finances need to continuously be monitored because of the snow removal overage.

IV. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance Charges – Jacki presented. No problems to discuss.
- B. Back doors to be replaced – Jacki received quotes from NH Exteriors and New England School Services, Inc. Jacki is going to get quotes for more than one door rather than one at a time and get more details on the type of door that is needed. Jacki is going to setup a time to have a representative meet with some of the board members to discuss the doors. In the mean time to doors with holes will be patched up.
- C. Landscaping – Maintenance is going to remove any dead shrubs throughout the complex. Jacki is going to get quotes from Vaneria for tree removal in front of 52-Jacqueline and poison ivy removal from behind 30-32 Jacqueline.
- D. Step/Walkway Repair – Tony made a motion to approve Vaneria to replace the front steps and walkway leading up to the building in front of 56 Jacqueline Rd as long as the specs are the same as the steps and walkway in front of 6 Jacqueline. Michael seconded and the board approved.
- E. 27-29 Jacqueline Stone Wall – Tony made a motion to approve Vaneria to repair the stonewall in front of 29 Jacqueline Rd. Karen seconded and the board approved.

V. NEW BUSINESS

- A. Pool – Pool has been repaired and is ready for opening weekend, which is Memorial Day weekend.
- B. Balcony Repairs – Jacki is going to provide a report with a status of each balcony that is in need of repair.
- C. Summer Help – Jacki and Chris are going to proceed with the hiring of an additional maintenance member for summer help.

VI. Executive Session-

Meeting adjourned at 9:41pm.

Next meeting has been scheduled for Wednesday June 17th at 6:30pm