

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **September 10, 2015**
Time: 6:30 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by John Vrahliotis

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

I. CALL TO ORDER – 6:30PM

A. Hearing Requests – None

II. APPROVAL OF PRIOR MEETING MINUTES

A. August – Michael made a motion to approve the August meeting minutes. John seconded and the Board approved.

III. FINANCIAL REPORT

A. August – Dan presented. The August financials look good and we actually came in under budget by a few thousand dollars.

IV. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance Charges – Jacki Presented. The board noticed a small discrepancy in the year-to-date total and Jacki will have corrected for next month.
- B. Back doors to be replaced – Received additional quotes and went with Five Star to replace 12 exterior rear doors while also reusing any salvageable doors on other buildings. Michael made a motion, Dan seconded, Board approved.
- C. Pool – Received quote from Affordable Pools to reline the pool with membrane material. Board is waiting for additional quote from Pool Pro to make a decision.
- D. Drains / Sewage – Received preliminary e-mail from Eastern Pipe Service reporting that the drains are structurally sound and have been cleaned. Waiting for video and full report.
- E. Energy Audit – Jacki presented information about a Mass Save program in which condo owners will be provided with free thermostats and water saving faucets and showerheads by filling out a certain form.
- F. Roofs – Reviewed quotes from Stormworks, Corrolla, and Ring's Island. Toni made a suggestion to get additional quotes with full ice shield to see what the cost difference is so the Board is waiting to make a decision.

- G. Electrical Breaker Inspection – The majority of the inspections of the breakers are complete with only 6 remaining breakers that need to be looked at. Kevin made motion to replace the handful of breakers that need it, John seconded, Board approved.
- H. Tree Trimming – Jackie was able to have National Grid remove a tree free of charge and the remainder of the tree trimming hasn't started yet.
- I. Boiler Replacements – Installation is almost complete.

V. NEW BUSINESS

- A. Fire Protection Company - Reviewed quote from ASA Protective Systems for annual fire alarm monitoring and testing services. Waiting on additional quotes for final decision.
- B. City Ordinance - Regarding the private fire alarm pull device outside the office, the Board is waiting on a legal opinion as to whether there is a public ordinance requiring action to be taken.