

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **April 25, 2016**
Time: 6:30 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by John Vrahliotis

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

I. CALL TO ORDER – 6:30P

A. Hearing Requests - No hearings.

II. APPROVAL OF PRIOR MEETING MINUTES

A. February and March Minutes - Michael made a motion to approve the minutes. Karen seconded and the board approved.

III. FINANCIAL REPORT

- A. March 2016 – Status report. Michael presented. We are in good financial shape and under budget for this month.
- B. Reserve Budget – Currently \$569,000.

IV. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance Charges – Jacki presented. Not much maintenance activity in April.
- B. Kubota Tractor Trade-in/Repair – Received quotes for replacement and repair. Asked for additional quotes before formal decision.

V. NEW BUSINESS

- A. Drainage Construction Building 12 Jacqueline Rd – Representatives from Vanaria presented and we are waiting for price quotes prior to vote.
- B. Repointing / Sealing of exterior brick – Getting additional quotes for repointing 55-57 and 30-32 Jacqueline Rd.
- C. Dumpster Replacement – Getting additional estimates for 3 dumpsters prior to vote.
- D. Pool Status – Life Guards – Approved hiring of life guards for summer season.
- E. Summer Help Hire – Jackie presented need for part time summer help for maintenance crew. Tony made a motion. Karen seconded and board approved.
- F. Hallway Renovations – Getting additional quotes for new wallpaper for remaining buildings.

- G. Boiler Replacement – Received quotes from PR Douglas for high efficiency boiler replacements in buildings 19-23 and 33-35 Jacqueline Rd. John made motion. Karen seconded and board approved.
- H. Gutter Replacement – Getting additional estimates to replace gutters for 43-45 and 49-51 Jacqueline Rd prior to formal vote.
- I. Pool Carpet Replacement - Tabling this project due to good condition of existing carpet and associated costs.

VI. EXECUTIVE SESSION

Meeting adjourned at 9:30pm.

Next meeting has been scheduled for Wednesday, May 18th at 6:30pm