

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **May 18, 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. April-Prior Meeting Minutes - Karen made a motion to approve the minutes with a small revision, Michael seconded and the board approved.

III. FINANCIAL REPORT

- A. April 2016 – Status report. Michael presented. We are under budget for sewer, water, and gas year to date.
- B. Reserve Budget – Currently \$592,000. The board requested a graph to better visualize progress.

IV. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance Charges – Jacki presented. The activity looks healthy this month.
- B. Kubota Tractor – Purchase new Tractor with Trade-in – The board unanimously approved via e-mail a new tractor from Norfolk Power Equipment. It is ordered and in the process of delivery.
- C. Drainage Construction Building 12 Jacqueline Rd – Tony made a motion to approve proposal from Vanaria with contingencies, Karen seconded and the board approved.
- D. Repointing / Sealing of exterior brick – Getting additional quotes for repointing 55-57 and 30-32 Jacqueline Rd.
- E. Dumpster Replacement – Tony made a motion to approve 3 new dumpsters from International Container Co LLC, John seconded and the board approved.
- F. Gutter Replacement for 43-45J and 49-51J – Waiting till next meeting, need to examine the specifics of the proposal.
- G. Wallpaper Replacement for Upper Jacqueline – Waiting on additional carpet and wallpaper quotes prior to vote.

V. EXECUTIVE SESSION

Meeting adjourned at 9:30pm.

Next meeting has been scheduled for Thursday, June 23rd, 2016 at 6:30pm