

Northgate Gardens Condominium
TRUSTEE MEETING (OPEN)

Date: **August 29th, 2017**
Time: 6:30 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by John Vrahliotis

Attendance: Chairperson: Kevin Russo, Trustees: Daniel Romard, Karen Toney, Michael Kaye, John Vrahliotis, Garry Morgan, Property Manager Jacki Bass & Crowninshield representative James Connolly.

A. CALL TO ORDER REGULAR SESSION-6:30PM

B. HEARINGS –The Board heard 3 hearings.

C. APPROVAL OF PRIOR MEETING MINUTES

A. July Minutes – A motion was made by Michael and seconded by Karen to approve the July meeting minutes. The motion was unanimously approved.

D. FINANCIAL REPORT

A. July Financial Report - Michael presented the financials to the Board. Also requested monthly reporting of the pool pass income.

E. MANAGEMENT REPORT/CURRENT BUSINESS

A. Maintenance Charges – Michael had a question regarding common area repairs. Everything else looked normal.

B. Lamp Replacement 33-35J – Was completed by Markarian Electric. Discussed bulb replacements going forward.

C. Roof Replacement 19-23J and 81-85L – Scheduled to start early to mid September.

D. Boiler Replacement 49-51J – Completed by P.R Douglas, awaiting rebate forms.

E. Walkway & Step Replacement 73-79L – Reviewed bids, asked for uniform specs and references.

F. Curb repairs 52J – Reviewed bids and waiting for additional specs and references also.

G. New Pool Pass Collection Rules – The pool attendants are following the new procedure.

F. NEW BUSINESS

A. New Trustees – The Board welcomes Dan Romard and Garry Morgan.

B. Pool Closing – The pool will be officially closed after Labor Day for the season.

C. Fire Hydrant Repair – In the process of getting bids.

D. Balcony Masonry Repairs – Obtaining a list of effected units and getting bids.

E. Lock Box Sale of Unit – Lockboxes will be removed after 7 days and sending notices to local real estate companies of new policy. Michael made motion. The board approved.

G. EXECUTIVE SESSION: Meeting adjourned at 7:55pm. Next meeting is Tuesday, September 26th, 2017 at 6:30pm.