

Northgate Gardens Condominium
TRUSTEE MEETING (OPEN)

Date: **June 21, 2018**
Time: 6:30 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by D. Romard

Attendance: Chairperson: Kevin Russo, Trustees: Daniel Romard, Karen Toney, Michael Kaye, John Vrahliotis, Gary Morgan, Kate Somers – Crowninshield Regional Mgr.

Pre-Meeting: Board invited camera vendor Markarian in for general discussion regarding upgrades to current system. Board will proceed with further research and vendor analysis

- A. HEARINGS** – The Board heard two hearing.
1. **32-E Jacqueline Rd:** Requesting road be changed to one-way in front of building 32. Board will consider.
 2. **57-D Lionel Rd:** Request to waive additional fines already installed circuit breakers. Board will consider.
- B. APPROVAL OF PRIOR MEETING MINUTES**
1. May Minutes: motion for approval by M. Kaye; seconded, K. Toney; Board approved on voice vote.
- C. FINANCIAL REPORT**
1. May Financial Status Report – John presented the financials to the Board. General discussion re: Over budget by \$27K. Kate will review Heating, Water/Sewer and Reserve Allocations with C&S Finance. Board approved on voice vote.
- D. MANAGEMENT REPORT/CURRENT BUSINESS**
1. **Maintenance Charges** – Activity appeared as expected.
 2. **2018 Project Scheduling:**
 - a. **Balconies:** 4 scheduled, 2 fixed. Discussion around N.E. Masonary. Kate to check Master List and invoices. Ensure no payment until all is settled. Request we get back on current schedule.
 - b. **Sprinklers:** 5 add'l buildings - In progress. Next 5 were identified; awaiting proposal up to \$25K.
 - c. **Boilers:** New roofs scheduled for week of 7/23; buildings 62/64, 43/45 Jacqueline. Notice will go out to residents.
 - d. **Walkways:** Awaiting response from Vanaria. Existing cracks in sections 1 & new cracks in section 3 @ 12 Jacqueline need to be addressed. Kate will follow up.
 - e. **Exterior Doors:** 6 completed and paid for by C&S. Door issues remain at 81/85-L along with new concrete that was poured at time of door repair. Board discussion regarding fixed price vs. time and materials (hourly). Board voted to allow CinS resource to do two doors hourly and then board will re-assess.
 - f. **Roofs:** 30/32 –J and 36/42-L @ \$92,900. Hold on vote for 2 more. 15/25-L add'l repair for \$2795.
- **NEW BUSINESS: Pres. Russo announced Office Mgr J, Bass gave notice and has left Northgate.**
1. Dumpster Covers – Fensu/Waltham quote is high. Kate to collect other quotes. Pres. Russo suggested paint and odor control.
 2. Wallpaper: General discussion. Table and Kate to follow up; look for file and try to get wallpaper included in quote.
 3. Mailboxes: Table until next month
 4. Savings Accts: Kate will follow up
- II. EXECUTIVE SESSION:** started @ 8:00PM until 9:45PM General meeting adjourned at 9:55pm. Next meeting is Thursday, July 19th, 2018 at 6:30pm.