

Lincoln School Apartments
Board of Managers
February 22, 2021
Virtual Meeting

Members Present: Gretchen Condon, Greg Doble, Dave Ellison, Amy Farrell. Also Present: Kathleen Amonte, Craig Chisholm, Mark Coughlin from Strekalovsky Architects.

A quorum being present, Mr. Ellison called the meeting to order at 6:30.

The Minutes of 1/4/2021 were approved on a motion by Ms. Farrell, seconded by Mr. Ellison.

Mr. Coughlin presented an update on the window project. The specs have been finalized and have gone to the Town Engineer for review. Once back we can send out the RFP. There will be a 3-4 week bid schedule for completion in April. We need to arrange a walk through with bidders. Probably about 6 contractors should reply. Mr. Ellison will be the contact person. Mr. Coughlin will help with the final bidder list. Mr. Ellison thanked Mr. Coughlin for his update.

Mr. Chisholm presented the property management report. The rent line is on target, even though vacancies take longer to fill because of COVID. Total controllable expenses are under budget. Real estate taxes are higher than expected. The reported ground lease number is incorrect because of a classification error; it will be corrected next month. We are still paying for extra cleaning and extra trash pickup.

The waiting list was discussed. The 2BR list has diminished and 2 units will be available when the remaining occupants are relocated to 1BR units. Mr. Ellison moved to open both the 1BR and 2BR waiting lists and to advertise this as required. Ms. Farrell seconded and the vote was unanimous.

Mr. Chisholm reported no elevator issues. He is still waiting on a bid from HELCO for the elevator camera.

COVID vaccinations were discussed. Residents over 75 received the vaccine at Hingham's site, the South Shore Baptist Church. Several homebound residents received their vaccine in their units.

Ms. Farrell asked if the long term units are being upgraded when a vacancy occurs. Mr. Chisholm replied that anything needed is replaced, even if a unit is occupied. Also more units are being upgraded from carpeting to vinyl planking.

Mr. Ellison said that we may not need much of the \$1,000,00 loan from the Town for the windows, because our cash reserves have built up. We will know more when the bids come in.

The members supported the idea of a joint meeting with the Housing Trust and the selectmen to share ideas and emphasize our inter-relationships.

Mr. Ellison adjourned the meeting at 7:25.

The next meeting will be March 29, 2021 at 6:30.

Respectfully submitted,

Gretchen Condon, Secretary