

# **Lincoln School Apartments**

## **Board of Managers**

**March 26, 2018**

Members Present: Dave Ellison, Greg Doble, Aylene Calnan. Also present: Jamie Beaulieu and several residents.

A quorum being present, Mr. Ellison called the meeting to order at 6:37 P.M. The Minutes of January 19, 2018 were approved as presented.

Mr. Beaulieu gave the Financial Report for February, laundry income was reported to be a little ahead of budgeted, primarily because it is now being paid monthly instead of quarterly. The invoice for new office software did not make it into the 2017 budget as planned so there was a doubling of that expense in February compared to what had been budgeted. Payroll is a little over because of the need to hire floaters for snow removal on the weekends and the gas bill was up a bit, likely because of the harsh winter temperatures. The Town has hired a new auditor, and the LSA audit is performed by this company, and the audit is underway but a little behind schedule. It is likely because we are using someone new this year. The Audit should be completed by April 30.

Mr. Beaulieu provided an update on the elevator project. There are 4 residents who will need to be relocated, and reservations have been booked for their stay during the work. There has been a meeting for the residents already and there will be another one on March 29. A resident services coordinator will be on the site for 3 hours a day, 3 days a week during construction to help with things like grocery ordering for delivery, laundry, trash drop off, etc. In addition, 2 High School boys who were scheduled to work for Corcoran doing grounds maintenance this summer are being brought on early to help. Requests have also been made at Notre Dame Academy and through the Hingham Police and Fire Departments for volunteers. The management company will have someone on site 7 days a week, they are still

working on the exact schedules. The Fire Department will be at the March 29 residents' meeting to cover emergency evacuation procedures during the construction period. The start date for the project is still set for April 9, 2018.

Mr. Beaulieu then provided an update on the waiting list. He explained that if the list has been depleted (either by people moving/dying/dropping off list/etc.) to a point where it appears the list is not longer than 3 years, the management company would come to the Board and ask to open the list. Every year in approximately March/April a form is mailed out to all people on the list to inquire as to whether they want to remain on it. Those letters went out this year on March 15 and the responses are due by April 15. Once those responses are received, the list is updated accordingly. Currently there are 36 people on the 1 bedroom waiting list (there are 55 1-bedroom units and 1 studio unit in the building). There are 8 people on the 2-bedroom waiting list. There are 42 total units in the building. On average 6 people a year turnover, some years there are none, some years up to 8, so right now with 36 on the 1-bedroom list that equates to a 5 to 6 year wait. Mr. Beaulieu also spoke to how handicap accessible units are handled. If there are people on the list who require those features, then if a unit having them opens up it must first be offered to the people who need the features. If no one on the list needs those features, then the unit must go out for a period of days through the MA Citizens Housing Association. If still no one needing the features takes it, then it can be offered to the current people on the waiting list. He will ascertain how many people on the current list would require such features and report back on that at the next meeting.

When and if the Management Company decides it is appropriate to open the list, the Board must take a vote to open it. If there is any chance of that happening this year it would likely be at the April or May meeting. Discussion took place as to how it would be advertised were it to happen this year. It used to only be put in the Hingham Journal and the Patriot Ledger, but the thought was it should also be on the Town Website.

It was then reported that there would be a meeting on March 28 with Tom Molinari from the Town to start looking into the window replacement project. The

consensus was there is no reason not to move forward. An architectural firm, Strekalovsky, will also be at the meeting to begin coming up with a scope of work to be used in an RFP. Some residents had questions as to why the windows had not been addressed yet. Mr. Ellison explained that when the property was purchased there was so much debt service and taxes being carried there was no profit so no money to perform big ticket repair work. Only recently has the debt service dropped to a level where profit is being generated so that projects like the windows can be addressed.

Mr. Ellison adjourned the meeting and the next meeting was set for 6:30 P.M. on Monday, April 30<sup>th</sup>, 2018.