

Lincoln School Apartments

Board of Managers

April 20, 2020

Members Present: Gretchen Condon, Greg Doble, Dave Ellison, Amy Farrell, Janet McNulty. Also Present: Kathleen Amonte, Craig Chisholm

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

The Minutes of February 24, 2020, were accepted.

Mr. Chisholm presented the Property Report. Total income is up somewhat. Under expenses – admin salary is up and the electrical usage is up. Covid costs have increased expenses. So far (one month) \$1,800 has been spent on extra admin costs and \$2,300 on extra maintenance.

The members discussed the impact the pandemic has had on Lincoln School. One resident tested positive after coming home from rehab and is now in the hospital. A second resident has tested positive and is quarantined in the apartment. Mrs. Farrell asked about contact tracing, unfortunately, the Town has not released the second resident's name. Corcoran has asked all residents to stay in their apartments. Memos have been going out weekly and the common areas are closed. Only medical personnel are permitted in the building. Mr. Ellison stated that most residents have been good about respecting these rules. Ms. McNulty asked about the possibility of setting schedules for the laundry. Staff are wearing masks and gloves. Ms. Farrell stated that we must be sure to follow Town protocols, since Lincoln is Town property. Mr. Ellison said that Corcoran has done well handling this crisis.

Mr. Ellison reported that the management contract renewal has been extended to the end of July.

Mr. Doble said that there is currently an eviction moratorium; Mr. Chisholm stated that we have none pending.

The members discussed the window replacement. Things are now on hold and probably will be postponed until next year. The final plans are now with the new Town engineer. Mr. Doble asked if a sample window would be installed. The answer was probably not. Ms. Farrell asked if there were any

damages from the recent storm. Mr. Chisholm reported that one window was damaged.

An emergency response plan was discussed. Mr. Chisholm stated that the Town's emergency plan would dictate ours.

Ms. Farrell asked that the LSA monthly financials go regularly to the Town. More is needed than taking the reports to the Affordable Housing Trust.

The members expressed thanks to Mr. Ellison and Mr. Chisholm for their efforts during this difficult time.

Mr. Ellison adjourned the meeting at 7:30.

The next meeting will be May 18, 2020 at 6:30.

Respectfully submitted,

Gretchen Condon, Secretary