



LINCOLN APARTMENTS, LLC. BOARD OF MANAGERS

DATE: May 1, 2023
TIME: 6:30 PM
PLACE: Remote Meeting via Zoom

Board Members Present: Matt Dillis, Chair
Steven Spall, Vice Chair
Elizabeth Cullen

Board Members Absent: Ben Jarvis
Sheila O'Neill

Staff Present: Jennifer Oram, Land Use & Development

Call to Order

At 6:30 Matt Dillis called the meeting to order and read the Open Meeting Law Statement.

Approve Minutes – March 27, 2023

MOTION: S. Spall moved to approve meeting minute March 27, 2023
SECONDED: E. Cullen
ROLL CALL VOTE: M. Dillis, aye; S. Spall, aye; L. Cullen, aye.
3-0 MOTION CARRIES

Property Management Report – Corcoran Management's, Craig Chisholm, was not present at the meeting, but had provided a report to the BOM prior to the meeting. Four vacant units year to date; unit turns were above what was budgeted. Accruals have not yet balanced.

Window project update

Jennifer Oram reported the following:

- Working with Assisant Town Administrator and Town Engineer to review the building. Specialists have reviewed the roof and will work on the envelope next month. Also looking into HVAC review.
- BEA did four window tests; there was no leaking.
- Vareika does not want to install entrance canopies under this contract because they won't match the window canopies; they will absorb the expense of the stock materials.
- Prototypes for limiters are making progress; they are waiting for parts at the factory.
- Working on a plan for apartments without ac units; will present proposal to BOM.

BOM agreed that it made sense to delay installation of entrance canopies at this time.

Public Comment

1. Lonnie was in attendance. No leaks in her apartment. Mail delivery issue was addressed; mail in now arriving mid-afternoon.

Administrative

Next Meeting is Monday, May 22, 2023

Adjournment

MOTION: S. Spall moved to adjourn the meeting at 7:20 pm

SECONDED: E. Cullen

ROLL CALL VOTE: M. Dillis, aye; S. Spall, aye; E. Cullen, aye.

3-0 MOTION CARRIES

Meeting Documents

- Agenda 5-01-23
- Lincoln School Balance Sheet
- Lincoln School Investors Report