

Lincoln School Apartments

Board of Managers

September 24, 2018

Members Present: Kathleen Amonte, Gretchen Condon, Dave Ellison, Donna Hanlon. Also Present: Ms. McNulty, Amy Farrell, Jamie Beaulieu, Craig Chisholm and several residents.

A quorum being present, Mr. Ellison called the meeting to order at 6:35. The Minutes of July 23, 2018 were approved as presented. Ms. McNulty and Amy Farrell were introduced.

Mr. Beaulieu gave the management report. He introduced Craig Chisholm who will be replacing him; the transition will last a few months through the end of the budget year. Income is pretty much on target. A total of 9 turnovers are predicted for FY18, so turnover costs have increased. The advertising line is over, because of opening the waiting list. Extra staffing for the elevator project increased that line. Since the Town's fiscal year is different, the ground lease adjustment needs to be worked out in the audit. The defeased debt of \$900,000 will be spread over FY 17, 18, and 19. Mr. Ellison asked for a schedule for the next five years of these changes. The draft budget will be ready for the board at the next meeting.

The window project was discussed. The architect has supplied some basic plans. AC placement needs to be addressed. The sliders may be removed and replaced with smaller ones which would be easier to use. The architect will come to a meeting to make a presentation.

Corcoran has found a contractor for the fence replacement who has made a reasonable bid. Mr. Beaulieu will discuss the fence with the National Guard next door.

The building supervisor will split his time between Lincoln School and Hanover housing. Corcoran is looking for someone to handle the alternate days and janitorial duties. Keeping the building clean is a priority. The new furniture looks good. Pedestals for the washers and dryers have been ordered. Ms. Amonte mentioned the need for coin changers. These are difficult to maintain; perhaps a card machine would be possible.

There was a report that the fire department had to break into an apartment when the master key didn't work. Keys may have to be replaced at about \$3,600.

Several residents brought up safety issues. Adult children only have 14 days to stay in a resident's apartment. One person requested closed circuit cameras at the doors. Perhaps the senior center could sponsor a talk on resident safety.

Mr. Ellison adjourned the meeting at 7:50. Next meeting will be October 29, 2018 at 6:30.