

NORTHBROOK CONDOMINIUM ASSOCIATION
P.O. BOX 260
AMESBURY, MA 01913

NORTHBROOK BOARD OF MANAGERS – MEETING FEBRUARY 23, 2021		
Attendees in Person	President	Cathy Morrison
	Vice President	Jim Wilkins
	Treasurer	Evelyn Olson
	At Large	Chris Lamkins
Via Zoom	Clerk	Connie MacLeod
	At Large	Paul Mahony
Absent	At Large	Wilma Bybee

The meeting was called to order by President, Cathy Morrison who acted as the facilitator.

Attendance was taken. Unit Owner David Olson was in attendance at the request of the Board.

Treasurer's report:

Evelyn Olson reported on the balances in Northbrook's accounts.

Checking: \$ 19,359.59

Reserves: \$ 50,288.71

CD: \$101,692.02

First order of Business: National Grid – Paul Mahoney

- Paul Mahoney conveyed the information from his ongoing correspondence with National Grid. They will be completing the cable upgrades in Northbrook on 2 days in March. March 9th will involve a power shutoff on most of Pamela Lane from 8:30am to 3:00pm. There will be a rain date of March 10th. March 11th will involve most of the units on Hope Drive and one building on Pamela Lane for those same hours. There will also be a rain date of March 12th. More specific information will be forthcoming once it is finalized with National Grid.

Second order of Business: Plow Contract

- Discussion was held regarding Bill Cuddy Jr. wanting an additional \$600 for after snow cleanup. He is referring to when they come with a skid steer and open up the road. There was a lively discussion about this. Bill also hinted to Evelyn Olson and Cathy Morrison that he wanted to purchase a snow blower attachment to use at Northbrook. When he was asked if he expected Northbrook to pay for it, he said he would have to run some numbers. It was discussed that in the future our contracts need to be more detailed. Cathy Morrison stated that the contract was based on the previous one with Bill Cuddy Jr. and that any contract going forward would need to be more in depth.

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Third order of Business: Maintenance

- Cathy Morrison proposed selling the Northbrook pickup truck. It has not been used and is just sitting there. Wires had to be replaced at the end of the summer due to mice taking up residence. Selling the truck would save Northbrook money. On top of the monthly payment and insurance, the truck has to be registered and inspected yearly. Northbrook owes approximately \$7000 on the truck. Dave Olson, as a service person for Northbrook, received an offer for approximately \$17,000 to purchase the truck. A vote was proposed for the selling of the truck and seconded. The vote carried 7-0. Cathy Morrison spoke with Wilma and she voted in favor.
- Dave Olson then proposed having Northbrook purchase a piece of equipment that would allow us to move snow when it is an issue. It was suggested that this would save Northbrook paying an additional amount to Bill Cuddy. Dave had found a loan with 0% interest, so the payment for the machine would be approximately half of the truck payment. A vote was proposed for purchasing this equipment and seconded. The vote carried 6-1, with Evelyn Olson voting not in favor. Cathy Morrison again called Wilma and she added her vote in favor.

Fourth order of Business: Miscellaneous Items

- The Board then discussed sending a letter to the community regarding owners contacting the Northbrook attorney and accountant. There was an owner who tried setting up a payment plan with the accountant. Once a person is in collections, they must contact the attorney to pay the entirety of the outstanding money owed to Northbrook. They cannot set up a payment plan. The Board agreed that a letter should go out to the community that includes stating "if an owner contacts either the attorney or the accountant, they will be billed for the time."
- The Board also discussed cars not being moved during snow clean up. Cathy Morrison stated that it has been going on since she moved here. The Rules and Regulations, set up by the Board in 2008, state that the Board can tow, and there is a fine structure. The Board decided that another letter will be sent out to the community.

The Board then went into executive session.

The meeting adjourned at 7:10pm.