

# Hawthorne's Crossing Condominium Association - Meeting Minutes

Guy Sinatra called to order the regular meeting of the HCCA at 6:39pm on 2/27/24 at the clubhouse.

## I. Roll call

The following persons attended:

- Guy Sinatra, Leo Debole, Tammy Chambers, and Nicole Tetreault
- Tony Pratt and Jay Miller for Barkan Management

Unit Owners Present:

- Dana Hoffman – in person
- Marina Slootsky, Rachel Barys, Justus Anderson – via Zoom

## II. Unit Owner Requests

- Justus Anderson (21 Capstan) - seeking approval to install a railing on the front steps. The railing is to be built in like-kind to other existing railings on the property. Board approved at owner expense.
- Boston Forging & Welding was onsite to replace railings at 26 Shackle and 1 Hawser, however they are now mismatched because the new railings comply with new building code and the old railings do not. Management to review the quote with the vendor to see if work was done correctly.
- Guy Sinatra (5 Dead Eye) – requesting Board permission to install exterior outlet for an electric vehicle; and permission to place a temporary storage unit (“pod”) in his driveway for one month. Board approved both items.

## III. Approval of minutes from the last meeting

Nicole Tetreault read the January meeting minutes; board approved.

## IV. Financial Report (month-to-date ending December 31, 2023)

- Total revenues are overbudget MTD (uncollected fines).
- Total expenses are over budget MTD by \$1,958
  - Administrative overbudget MTD by \$59 (holiday party and postage over, but offset by office supplies lower than expected); YTD underbudget by \$1,174
  - Operations overbudget MTD by \$6,345 (year-end painting bill, exterminator, plumbing repair project at 17-19 Gooseneck, property-wide gutter cleaning, and Property and Liability Insurance payment all coming in overbudget.) On a positive note, Snow Removal and Grounds Contract came in under budget. YTD Operations is over budget by \$64,203.
  - Payroll overbudget MTD by \$1,909 (unpaid sick time payout)
  - Utilities underbudget by \$6,355 (water and gas less than expected). Of important note: in Q1 and Q2 of 2023 the Swampscott Water Department wasn't able to read the meter for the clubhouse and used place holders of usage which were WELL over actual usage. A refund of \$11,500 is coming from the Town of Swampscott which was mailed on Monday 2/26/24. They have assured management that they are now able to get accurate readings, and this should not be a problem going forward.
- Reserve balance is \$529,470

## V. Management Report

### Life Guards

Job ads have been posted at Swampscott, Marblehead, and Salem high schools as well as on those towns' Facebook pages to advertise the lifeguarding job. Management also reviewed prior postings by high school and college-aged kids who were looking for lifeguarding jobs in the past few years, and reached out to them directly. Management is also asking around locally.

### IT/Email

Minutes submitted by Nicole Tetreault

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Management worked with Michael Calabrese of Back Bay Computing to resolve the issue in which many residents were not receiving emails. They successfully migrated the domain and email server from GoDaddy to Microsoft as of 2/26/24. Management sent a test email today and believes email to be working as expected.

VI. **Adjournment** - Guy Sinatra adjourned the meeting at 7:27pm.