



LINCOLN APARTMENTS, LLC. BOARD OF MANAGERS

DATE: January 26, 2026
TIME: 6:30 PM
PLACE: Remote Meeting via Zoom

Board Members Present: Elizabeth Cullen, Chair
Connor Fallon
Matt Dillis

Staff Present: Jennifer Oram, Zoning Administrator
Donna Thompson, Land Use and Development

Call to Order:

At 6:34 PM Elizabeth Cullen called the meeting to order and read the Open Meeting Law Statement.

Approve Minutes

There were no minutes to approve.

Property Management Report:

There was no property management report available.

2025 Budget Review and Approval to Vote

J. Oram reported the following:

- BOM approved the 2025 budget in December 2025.
- The Select Board review of the budget will be in February or March 2026.
- At that time, the BOM will need to request that the Select Board return the cash flow rent funds to the capital reserves account.

CPC Application – Update

J. Oram reported the following:

- The CPC denied the Affordable Housing Trust request for \$500,000 for the LSA repointing project.
- Due to the deterioration of the LSA exterior, the Board of Managers will need to explore other funding options for this project.

Additional Capital Improvements Project Discussion:

Interior Renovations/ADA Signage

J. Oram reported the following:

- The Town was awarded a \$100,000 MOD grant in December 2025 for ADA upgrades to the Kersey Community Room kitchen and laundry facilities at LSA.
- Staff has been working with architects to design the kitchen and laundry facility ADA upgrades.

- Due to the ADA grant funding timeline, all work needs to be completed by June 30, 2026.

D. Thompson shared the preliminary plans.

Boiler Repair

There was no update this month

Wi-Fi Upgrades

There was no update this month.

Cell Service

There was no update this month.

Paving

There was no update this month.

Mortar Repair Outside Unit 109

There was no update this month.

Exterior Repointing – Update

J. Oram reported the following:

- Estimated costs for repointing LSA are \$1.5 to \$2.0 M
- It makes sense to get separate bids for repointing the full building as well as in phases.

Votes needed to approve next steps/ proposed projects:

VOTE:

MOTION: M. Dillis moved to **authorize the Staff to work with the Town’s Procurement Manager to request bids under M.G.L. Chapter 30B, and any other requirements deemed necessary, for the renovation and applicable ADA upgrades to the Kersey Community Room, Kitchen and Laundry Room located at the Lincoln School Apartments.**

SECONDED: C. Fallon

ROLL CALL VOTE: M. Dillis, aye; C. Fallon, aye; E. Cullen, aye.

3-0 MOTION CARRIES

VOTE:

MOTION: C. Fallon moved to **authorize Staff to work with the town procurement manager, to contract with Egan Architects, to design the renovation of the Kersey Community Room, kitchen, and laundry room under applicable MGL, ADA standards, and building codes.**

SECONDED: M. Dillis

ROLL CALL VOTE: M. Dillis, aye; C. Fallon, aye; E. Cullen, aye.

3-0 MOTION CARRIES

LSA Community Room A/C replacement

J. Oram reported the following:

- Staff confirmed that the design and bid processes for the Kersey Community Room Ac replacement can be combined.

- Staff would like to prepare the bid documents as soon as possible so that repairs are complete prior to summer.

VOTE:

MOTION: M. Dillis moved to **authorize Staff to work the Town's Procurement Manager to request bids under M.G.L. Chapter 30B, and any other requirements deemed necessary, for the design and installation of a new Air Conditioning Unit for the Kersey Community Room located at the Lincoln School Apartments.**

SECONDED: C. Fallon

ROLL CALL VOTE: M. Dillis, aye; C. Fallon, aye; E. Cullen, aye.

3-0 MOTION CARRIES

VOTE:

MOTION: C. Fallon moved to **authorize Staff to work with the Town's Procurement Manager to request bids under M.G.L. Chapter 30B, and any other requirements deemed necessary, for the repointing of the entire building envelope of the original Lincoln School Building, constructed in approximately 1912. The bids will require bidders to submit bids for both the cost of repointing the entire building, as well as individual bids for each façade to allow for a phased approach to this large scale project.**

SECONDED: M. Dillis

ROLL CALL VOTE: M. Dillis, aye; C. Fallon, aye; E. Cullen, aye.

3-0 MOTION CARRIES

Public Comment:

Sara Abbott asked for the date for the next LSA community meeting. Jenn Oram said that no date has yet been set, but Ms. Abbott can reach out to her at Town Hall for more information.

Administrative:

Next Meeting is Monday, February 23, 2026 at 6:30 PM. An additional meeting will also be scheduled in February to discuss Lincoln School Apartments disposition.

Adjournment

MOTION: C. Fallon moved to **adjourn the meeting at 7:19 PM.**

SECONDED: M. Dillis

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Jarvis, aye; E. Cullen, aye.

3-0 MOTION CARRIES

Meeting Documents:

1. [January 26, 2026 Meeting Agenda](#)

