



LINCOLN APARTMENTS, LLC BOARD OF MANAGERS MEETING

DATE: Tuesday, July 28, 2026

TIME: 7:00 PM

PLACE: Remote Meeting via Zoom

Board Members Present: Matt Dillis
Jack Falvey
Betsy Hernberg
Connor Fallon

Board Members Absent: None

Staff Present: Jenn Oram, Zoning Administrator/ Senior Planner
Donna Thompson, Land Use and Development Coordinator

Call to Order

At 7:04 PM, Board of Managers Vice Chair Connor Fallon called the meeting to order and read the open meeting law statement.

Board Reorganization

MOTION: J. Falvey moved to appoint Connor Fallon as Chair of LSA Board of Managers

SECONDED: B. Hernberg

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Hernberg, aye; C. Fallon, aye.

4-0 MOTION CARRIES

MOTION: C. Fallon moved to appoint Jack Falvey as Vice Chair of LSA Board of Managers

SECONDED: M. Dillis

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Hernberg, aye; C. Fallon, aye.

4-0 MOTION CARRIES

Chair C. Fallon welcomed Betsy Hernberg to the Board of Managers. Meeting attendees provided a brief summary of their background.

LSA Board member and Affordable Housing Trust chair, J. Falvey, said the Affordable Housing Trust will appoint Chris Burns to the Board of Managers at its next meeting, July 29, 2026.

Approve Minutes:

Vote to approve meeting minutes for April 1, 2026, April 8, 2026, & June 22, 2026

MOTION: J. Falvey moved to approve the meeting minutes for April 1, 2026, April 8, 2026, & June 22, 2026
SECONDED: C. Fallon
ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; C. Fallon, aye.
3-0 MOTION CARRIES

Property Management Report

E. Gallagher reported the following:

- Rent income is higher than budgeted.
- Rental and administrative expenses are under budget.
- Payroll is over due to vacation and overtime.
- Operating expenses are lower despite snow removal expenses.
- Utility expenses are lower than budgeted due to previous gas credit.
- Maintenance expenses are over budget due to leak and roof repairs.
- Replacements are under budget.
- A proposal for recommended minor paving repairs was submitted to the Board.

J. Falvey asked when the Board should expect to receive the monthly financials. E. Gallagher responded that they will be posted between the 15th and 20th of each month. B. Hernberg then asked about the balance sheets, and E. Gallagher confirmed that those will also be posted monthly going forward.

Capital Improvements Projects

Interior Renovations - Update

J. Oram and D. Thompson reported the following:

- The Kersey Community Room/ Laundry Room renovation project is running behind schedule due to issues with laundry equipment, labor, and supplies.
- TM Construction expects to have the project completed by next week pending countertop fabrication and installation.
- The laundry equipment delivered is not ADA compliant and is not what was ordered. Corcoran is working with Staff to develop a solution that will make the equipment ADA compliant.

J. Falvey asked how residents are responding to the delays. D. Thompson said that most residents she spoke with are supportive. C. Fallon asked about an open house once the project is completed. Staff is planning on some type of celebration once the renovations are complete.

Capital Needs Assessment – Update

D. Thompson reported the following:

- Rimkus, formerly C3, was the only respondent to the LSA CNA RFQ.
- Their bid was \$49,500.

Vote to approve 2026 Capital Needs Assessment

MOTION: M. Dillis moved to authorize to sign the contract with Rimkus Consulting Group for a Comprehensive Capital Needs Study of the Lincoln School Apartments.

SECONDED: B. Hernberg

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Hernberg, aye; C. Fallon, aye.

4-0 MOTION CARRIES

Repointing Project – Update

D. Thompson reported the following:

- Staff has prepared the bid documents for the rear wall of the 1920 building; however, they are still waiting for the square footage figure from the Town engineer to complete the RFP.
- Staff will send the RFP to Board members for review once it is complete.

Repointing Quote – Update

D. Thompson reported the following:

- HAHT intends to apply for 2027 CPC to help with funding LSA repointing.
- CPC requires quotes to be submitted with funding applications.
- Staff was notified by David Sequeira, Town procurement manager, that they may only seek quotes for projects with available funding. Because there are no funds to repoint the entire LSA at this time, the Board will need to pay for a repointing quote.
- Staff contacted nine reputable masonry companies and received one response.
- The site visit is scheduled for 8/10/26; the company will then inform staff of the cost to prepare the quote.
- The goal for completion is August 31st.

Rear Door Upgrades - Update

D. Thompson reported the following:

- Wiring for the project has started. Commercial Lock is waiting for access to the community room electric panel to finish the work.
- Staff is working with Corcoran on roll-out plan and instructions for residents.
- Cost for re-keying one door in the 1920 building as well as additional wiring and equipment necessary to upgrade the handicap-accessible door equipment and to purchase 35 ADA door openers is \$ 5,531.46.

Vote to Approve Rear Door Entrance Upgrades

MOTION: J. Falvey moved to authorize \$ 5,531.46 for re-keying one door in the 1920 building as well as additional wiring and equipment necessary to upgrade the handicap-accessible door equipment and to purchase 35 ADA door openers

SECONDED: M. Dillis

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Hernberg, aye; C. Fallon, aye.

4-0 MOTION CARRIES

Paving - Update

J. Oram reported the following:

- The Town engineer indicated that the parking lot will require milling, which will not trigger site disturbance; therefore, no Zoning review or amendment to the comprehensive permit is needed.
- Staff will work with consultants and the Town engineer to develop a site plan for the required paving work.
- It would be beneficial to incorporate the pavement repairs recommended by Corcoran into this larger paving project.
- Staff is coordinating with the National Guard to establish a parking plan during the paving period; September is a suitable time for them.
- The project remains on track for completion this year.

Vote to Approve Paving Layout

MOTION: J. Falvey moved to authorize Town Staff engage with an engineer to design the paving layout and wayfinding, parking lay out and ADA compliance for the parking lots, roadways and pathways at Lincoln School Apartments with costs not to exceed \$5,000.00

SECONDED: B. Hernberg

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Hernberg, aye; C. Fallon, aye.

3-0 MOTION CARRIES

AC Units - Update

J. Oram reported the following:

- Staff worked with Procurement and Corcoran to locate appropriate replacement through-wall AC units for LSA.
- GE provided a quote for 67 units
- The contract is currently awaiting GE's signature.

J. Falvey asked whether the new AC units would improve residents' comfort. D. Thompson explained that the new units are more energy-efficient, quieter, cooler, and will include both remote controls and phone-based control capability. B. Hernberg asked about installation costs. E. Gallagher said that installation will be handled by Corcoran, and some small additional payroll costs may be required for maintenance labor.

Vote to Approve Purchase of Through-Wall Replacement AC Units

MOTION: J. Falvey moved to authorize \$38,525.00 for the purchase of 67 new AC through wall units for all apartments at the LSA

SECONDED: B. Hernberg

ROLL CALL VOTE: M. Dillis, aye; J. Falvey, aye; B. Hernberg, aye; C. Fallon, aye.

4-0 MOTION CARRIES

Building Number Replacement

D. Thompson reported the following:

- D. Thompson met with LSA resident Al Chambers who pointed out that the LSA building numbers were a safety hazard.
- D. Thompson spoke with the Building Commissioner who indicated that new number signs could be installed by right.
- South Shore Sign provided a design and quote for numbers in three locations on the LSA buildings.

The Board reviewed the proposal and is in favor of the project, however, they were not in favor of the number design. They asked Staff to look provide additional options that would fit more appropriately in the neighborhood for the next meeting.

Wi-Fi Upgrades – Update

E. Gallagher reported the following:

- A new computer has be ordered for the Kersey Community Room
- One the project is completed, Corcoran’s IT department will install Wi-Fi boosters in the community room.

Cell Service Upgrades – Update

No update was provided.

B. Hernberg asked why cell service was a concern. J. Oram explained that the building’s size, wall thickness, and windows create cell-signal problems, and some residents have been unable to use their phones to call emergency services from inside the building.

M. Dillis left the meeting at 8:17 PM

Package Delivery Containers

D. Thompson reported the following:

- D. Thompson met with LSA resident Al Chambers, who requested package-delivery containers at each of the two main entrances.
- Currently packages are left inside the LSA building entrance hallways.
- Residents often “buzz in” visitors without confirming who is entering the building, in order to allow package deliveries, allowing for unauthorized building access.
- Installing secure package-delivery containers outside the building could help address this safety concern.
- D. Thompson reviewed several available container options.

E. Gallagher explained that Corcoran does not use package-delivery containers at any of their buildings, so she is unfamiliar with them. She noted that most buildings have vestibules where packages can be left and raised concerns about the size of the containers and the need for

keyed access. The Board discussed safety considerations and potential options, ultimately deciding to table the matter for a future meeting.

Public Comment

Lonnie Cutler reported the following:

- Lonnie welcomed Betsy to the Board.
- Lonnie would like a table for package delivery in the hallway. It is available for \$39.95 at Ocean State Job Lot.
- She doesn't believe package delivery containers will work.
- She would like instructions for package delivery to be sent out to residents.

Confirm Next Meeting: Tuesday, September 8, 2026

Next meeting is scheduled for Tuesday, September 8, 2026 at 7:00 PM via Zoom.

Adjournment

MOTION: J. Falvey moved to adjourn at 8:45 PM.
SECONDED: B. Hernberg
ROLL CALL VOTE: J. Falvey, aye; B. Hernberg, ; C. Fallon, aye.
3-0 MOTION CARRIES

Meeting Documents

1. [July 28, 2026 - Meeting Agenda](#)
2. [LSA Board of Managers Draft Meeting Minutes - April 8, 2026](#)
3. [LSA Board of Managers Draft Meeting Minutes - April 1, 2026](#)
4. [LSA Board of Managers Draft Meeting Minutes - June 22, 2026](#)
5. Capital Needs Assessment RFQ Response - Rimkus
 1. [Rimkus Consulting Group Response Document Report – Town of Hingham](#)
 2. [Proposal for Capital Needs Assessment Services – provided by Rimkus](#)
 3. [Qualifications & Fee Proposal - provided by Rimkus](#)
 4. [References – provided by Rimkus](#)
 5. [Redacted Capital Needs Assessment – provided by Rimkus](#)
 6. [Redacted Demolition Estimate – provided by Rimkus](#)
 7. [Redacted Project Schedule - provided by Rimkus](#)
6. [LSA Project Status Update](#)
7. [GE AC Replacement Quote - July 10, 2026](#)
8. [LSA Package Delivery Containers](#)
9. [LSA Building Number Signs - Current View](#)
10. [South Shore Sign - Mockup](#)

11. [South Shore Sign - Quote](#)
12. [ABS Alltech - Berm Repair Quote](#)