



Chapman Place Condominium Trust

Board of Trustees Meeting Minutes

May 10, 2022, Regular Session



ATTENDEES: President Linda Novelli; Vice President Debra Brideau; Treasurer Sharon Pollitt; Secretary Anna Piccolomini; Trustee Harry Shattuck; Trustee Marianne Pierce; Property Manager Gary Zimmerman

Meeting called to order at 6:30 pm

Visitor(s): none

APPROVAL OF BOARD MINUTES: Motion by Marianne to accept the minutes from the last meeting with changes, second by Debra Vote 6-0

<i>Issue</i>	<i>Discussion</i>	<i>Action or Vote</i>
Financial Statements — Balance Sheet and Income/Expense		
Review of action list		
Insurance bid	Sent emails for review and sent back questionnaires.	Action: Continue working with the bidding agent.
Budget	Gary brought up a few points to consider for the upcoming budget meetings: rising prices of materials, labor, etc. and options to offset the rising cost.	
Trash pick up	Board asked Gary to check with the city to see why the city doesn't pick up our trash if we pay the same taxes as everyone else. The person at the Board of Health explained that there is a contract stating any building with 5 or more units is required to have its trash picked up by a private company.	Action: Gary to get a copy of the contract the Board of Health person referenced.
GNV new fees	GNV has a new late charge fee and an increase admin fee if there is still a balance	Vote: Motion by Linda to investigate an auto ARC payment each month, second by Harry 6-0 Action: Gary to call GNV to have the payment setup
Pool	The Average rate for lifeguards in Mass is over \$16.50. Other places are giving bonuses or paying for training and some paying more. Another condo in the area is paying \$20/hr. Pool schedule open date is June 25.	Vote: Motion by Marianne to pay the lifeguards \$20/hr, second by Linda. 6-0 Action: Notify lifeguards about the new rate and update the payroll system
Unit owner correspondence		<u>All correspondences to be sent out within 7-10 days.</u>
FYI's – (2 months of data) • <u>Wo's</u> : created 29, open 13 • <u>CCR</u> : created 16, open 3		

Executive Session:

Executive session	nothing	
-------------------	---------	--

Motion by Marianne to adjourn the meeting, second by Anna. 6-0 7:20pm