

## Annual Meeting September 27, 2023

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### *Annual Meeting Called to order at 7:00 pm*

#### **President Linda Novelli - Introduction**

Linda introduced all trustees and welcomed all visitors.

#### **Treasurer Sharon Pollitt:**

Sharon discussed the 2024 budget.  
No condo fee increase for 2024.  
Things are getting more expensive but ok for now.  
There were no questions on the budget.

#### **Major Project update by Gary Zimmerman:**

##### 2023 projects:

There were 4 roofs slated to be done but due to cost we removed one of the roofs from the project. The cost to do the roofs on building 12, 24 and 25 was \$216,000.

The pool was re-plastered this year for \$21,300, non-budgeted project.

##### 2024 projects:

Building 14 roof is planned to be done and siding for building 11. Estimated cost around \$170,000.  
Building #11 siding is planned but not sure of price since it has been a few years since a building was done. Building 14 is planned to have the roof done, projected cost for both projects is around 170K. That will be last of the bldg. that were done prior to 2003 and new roofing projects were started with 30 year shingles. 2034 the roofs will next be worked on. We can continue with siding as long as it fits within the budget. Chapman Place does things differently by doing capital improvements every year. Other condo associations wait 30 or more years. If they don't plan correctly they may have to get million dollar loans, increase condo fees or have assessments.

The low profiles are targeted for every building so testing inside won't have to occur for 15 yrs. Buildings 1,2,3 and 4 were completed this year and more will be completed each year as budget allows.

We have a capital plan that goes out to the year 2043.

Some of original vinyl decks are in rougher shape so we may be looking to replace the vinyl planks.

#### **Quorum:**

Treasurer Sharon Pollitt announced that we reached quorum with 94 units responding (67 units needed for quorum), 65 proxy and 29 units in attendance.

Motion on the floor to move to elect the slate of candidates, second by unit 108. All unit owners in attendance were in favor.

Voting did not have to be tallied because there were 4 slots open and only 3 candidates on the ballot.

#### **Community update (Gary Zimmerman):**

##### ***Violations and being consistent***

We still have unit owners parking in visitors for convenience or whatever reason. We try to stay consistent with violations/fines. Unit owners should report violations since the board and manager cannot be around the complex 24 hours a day. This is your community and it can get out of hand very quickly. For parking there are around 45 visitor parking spots for 197 units.

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There is a lot that goes on behind the scenes with violations so unit owners need to keep sending in violations. Your name will remain anonymous. This will help keep violations under control.

It was stated that all fines will be going up to \$50 starting January 1, 2024. With a previous resolution that was put in place fines can only go up \$5 within a year so fines will be going up to \$30.

### ***Exclusive vs Common areas***

Residents need to realize that it is their responsibility to maintain the exclusive use areas. The main areas are next to your patio/deck and the small area in front where there should be red brick separating the common grass with bark mulch. We are finding a lot of the back areas aren't being kept up and weeds are growing wild. We have sent notices to buildings to clean up this area which involves cutting/trimming vegetation to the ground.

We are finding a lot of decks/patios/ privacy fences not being cleaned.

We need to do a better job on yearly audits so we can send letters to the unit owners on issues.

The common areas are maintained by Chapman Place.

### ***Cost of doing business***

- ✓ Insurance is around \$80k
- ✓ Trash around \$40k
- ✓ Mowing/snow removal almost \$100K/year
- ✓ Irrigation/water ranges between \$2k to 12K depending on the year.
- ✓ All the new mailbox approximately \$20K
- ✓ Roofing from just a couple of years ago went from 8K to 11K per unit.
- ✓ Last siding job in 2020 was \$10k per unit.

### ***Price increases on projects and operational projects***

Cost of everything has been going up but we have altered the budget and capitol plans to adjust for this.

### ***Things that have been done to help with costs***

- ✓ Removal of termite trap plan saved over 10K/year. Gary explained how to look on the foundation for termite mud tunnels.
- ✓ Doing irrigation internal
- ✓ Buying flowers at 50% and splitting and moving them around the complex.
- ✓ Bid process – going out to bid when you feel price increases are getting too high with a contractor
  - Not staying with SPS with roofing saved \$40+k on roofing.
- ✓ Having Gary H. do the trimming/pruning and other landscaping tasks saves \$12 to \$15/hr
- ✓ We have started delivering mass mailings directly to the door. Saves money and some unit owners state they don't receive the US mail.
- ✓ Shifting money to a better interest
- ✓ Gary Z. working with the alarm company has been more efficient with time.
- ✓ Watching irrigation and rain can save hundreds to thousands.
- ✓ Payments in the arrears 17 years ago were close to \$20k and now is less than \$1k

Gary also reminded people that condo living is a different type of living. There isn't the freedom that you had when you owned your home. There are Rules and Regulations that need to be followed by everyone.

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### Question and answers;

**Q:** Unit 30 – Privacy fence seems to be wood and needs paint.

**A:** Unit owner was told to call the office so it would be looked at

**Q:** Unit 181 – Would like some type of BIO on the trustees on the ballot.

**A:** We do this when new people join the board but haven't done it with people that are up for re-election. We will be doing this going forward

**Q:** Unit ? asked if he is responsible for under the deck? Lattice work is there, not been painted..etc.

**A:** Lattice shouldn't need to be painted but the board will be looking at auditing buildings to assess issues.

**Q:** Unit ? Are the green traps obsolete?

**A:** Yes, the termite plan was costing over 10K per year. The reports from the company weren't showing any activity for a couple of years so the Board decided to save the money and cancel the plan.

**Q:** Unit 64 – Do we send out notifications about power washing info?

**A:** Yes. We have put it in communications and the newsletter. This is NOT a Chapman Place offering but if you want to have Gary Heil (lives in Chapman) we will pass the info off to him. This is a private deal between you and Gary H. and the power washing has nothing to do with Chapman Place.

**Q:** Unit ? – Gary mentioned only 1 heat detector has to be tested every 15 years. If that passes then 300 around it are considered good. What if it fails?

**A:** This was research that Gary did with the Mass Fire Prevention department. This logical makes no sense but that's how they stated the test would have to be conducted. Gary doesn't recall asking if it failed what has to occur so he will have to investigate more to get that answer.

**Q:** Unit ? – Should the roofs over the garage that have moss or algae be cleaned?

**A:** The moss/algae doesn't really hurt anything, it is mainly an aesthetic issue. Anything that doesn't get much sun will create mildew and algae. It can be cleaned but it would be costly to clean all the roofs that need cleaning.

At the end of the meeting it was announced that Gary (the property manager) will retire next year. The board will be talking about all available options in future meetings and will keep Chapman Place's best interest in mind.

### Final Comments:

Winners of the door prizes: \$25 gift card – proxy winner unit #61, present winners #63 & #30

Linda thanked everyone for coming to the meeting and wished everyone a safe and healthy year.

Motion by unit 19 to adjourn the meeting, 2<sup>nd</sup> by unit 64. Meeting adjourned at 8:00pm