



Chapman Place Condominium Trust Board of Trustees Meeting Minutes August 8, 2017, Regular Session

ATTENDEES: Vice President Debra Brideau; Secretary Marianne Pierce; Treasurer Sharon Quinn; Harry Shattuck; Trustee Charlie Bartlett; Trustee Jim Smith; Community Administrator, Gary Zimmerman

Absent:

VISITOR(s): unit 37, unit 120

APPROVAL OF BOARD MINUTES: Motion by Marianne to accept the minutes from the previous month with 1 correction, second by Sharon.
Vote 6-0-0

The meeting was called to order at 6:30 PM

<i>Issue</i>	<i>Discussion</i>	<i>Action or Vote</i>
Financial Statements — Balance Sheet and Income/Expense	The board members reviewed the financial statements.	Vote: motion by Marianne to accept the financials second by Sharon 6-0-0
Review of action list		
Comcast Marketing	Accept the marketing agreement for them to come on the property to service the lines.	Vote: 6-0 motion by Sharon 2 nd by Marianne Action: Sign agreement giving them rights to come on the property to service the lines.
Cell tower update	Telesite, contractor installing the tower, is suing the city on their decision. Gary has been in talks with the planning board and the mayor. It's in litigation at this point and probably not much we can do. Mayor stated they will hopefully find another site for them.	
Rules & Regulations draft	Board would like a final draft for the September meeting so it can be approved and passed out at the annual meeting.	Action: Get final draft created that will show the major changes, not the grammar. Keep a "tracked changes" version of the file.
Auction of u148	Unit 148 went up for auction on June 26 and was bought by someone. Due to the purchase timing Chapman could lose 1 month of condo fee.	
Driveway drains unit 10 & 28	Plastic driveway drains (installed 2006) are becoming a hazard and need to be commercial grade. Did not have the quote by the meeting, \$1,000 per driveway.	Vote: email vote 6-0 approved.
Unit 137 ramp request	Talked to lawyer on steps to take on this matter. A document would have to be created on "reasonable accommodations" before any approval should be made.	
Gary Heil projects	Approved continued spending	Vote: motion by Sharon second by Harry vote 6-0
Paving draining project bld 9/11 update	Project started on August 7 th and all pavement has been removed.	



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Unit owner correspondence's & guest(s): <ul style="list-style-type: none"> • Unit 37 – deck view 		<u>All correspondences to be sent out within 7-10 days.</u>
FYI's - <ul style="list-style-type: none"> • <u>Wo's</u>: created 14, open 18 • <u>CCR</u>: created 14, open 0 		

Executive Session:

	No executive session needed	
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Motion by Debra to adjourn the meeting, second by Marianne, vote 6-0-0. 9:00 PM