



## Chapman Place Condominium Trust Board of Trustees Meeting Minutes January 9, 2018, Regular Session

**ATTENDEES:** Vice President Ron St. Laurent; Secretary Marianne Pierce; Treasurer Sharon Quinn; Harry Shattuck; Trustee Jim Smith; Community Administrator, Gary Zimmerman

Absent: President Debra Brideau;

Visitor(s): Maryann Bonneau unit 91

**APPROVAL OF BOARD MINUTES:** Motion by Sharon to accept the minutes from the previous month, second by Harry. Vote 5-0-1

The meeting was called to order at 6:35 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.	<b>Vote:</b> motion by Sharon to accept the financials second by Harry 5-0-1
Review of action list		
Move attic access from bedroom closet to garage on units 76, 67, 85, 97  Also consider unit 87 but there is no garage.	Didn't print the quote for the board but new the quote was \$3,000  Moving the hatch to the hallway on 87 could bring in other issues of aesthetics and paint matching	<b>Action:</b> get new quote without unit 87 and try for a better deal
Landscaping RFP	Board reviewed and accepted the RFP.	<b>Vote:</b> motion by Sharon to accept the landscaping RFP second by Harry 5-0-1 <b>Action:</b> go out for bid and try to get 3-5 contractors to bid.
Large bush removal in back of 181	Board reviewed picture in the packet	<b>Vote:</b> motion by Jim to remove the bush second by Marianne 5-0-1 <b>Action:</b> Remove the bush to the ground and analyze whether the stump can be removed.
Remove bush in back of unit 145	Bush impeding AC unit	<b>Vote:</b> motion by Marianne to remove the bush second by Harry 4-0-2 <b>Action:</b> Remove the bush to the ground and analyze whether the stump can be removed.
Drainage issues at bld 16	It was brought up to the board to consider new drainage at bld 16 and increase pipe size.	<b>Action:</b> get a quote from Dan's paving
Snow contractor	Had discussions on the storms we had to this point. How each storm is different and especially the difficulty of an ice storm and the difficulty of wind drifts.	
Unit owner correspondence's & guest(s): • Unit 93 letter still interested in joining the board		<u>All correspondences to be sent out within 7-10 days.</u>
FYI's - • <u>Wo's</u> : created 5, open 17 • <u>CCR</u> : created 1, open 0		



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**Executive Session:**

	No executive session needed	
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Motion by Ron to adjourn the meeting, second by Marianne, vote 5-0-1. 8:05 PM