

**Cambridge Courts Condominium Board of Directors Meeting  
March 28, 2007**

**I. Call to Order**

Meeting was called to order at 6:37 pm

**II. Quorum Count**

Board Members present: Rosemary Gorski, President; DeAnna Renko, Member-at-large; Jon Fisher, Secretary; Cara Carter, Treasurer, and Jeff Bridges, Property Manager.

**III. Owners Forum**

Marlene Drohan, 2813 #101

(1) Dryer vent is still missing in building wall.

RESPONSE: The guardian for the owner of this unit was contacted and made aware of it; this is a problem for the owner to fix and they have been unresponsive so far.

(2) The wood railing outside of Jon Fisher's unit is in terrible shape.

RESPONSE: lumber is on order and some of it is here. Luis will work on it.

(3) Porter has not been picking up trash from our property. Several residents wondered what his duties are (e.g. cleaning, light electrical repair, snow clearing, minor carpentry, etc.), and commented that he is not performing them well (or at all).

RESPONSE: the board will meet to discuss this separately; please send any additional comments to Rosemary.

Lisa Sharp, 2707 #201

(1) Will speed bumps be going in again soon?

RESPONSE: Yes, Luis will be working on this shortly.

(2) What is the recommended method for dealing with noise problems?

RESPONSE: several floors are noisy/squeaky; carpet is supposed to be there, but the floors are often thin. Make sure they have carpet, and speak to the resident to try and work something out. Only contact owner, ProCAM, or police if that is ineffective and noise persists.

Leslie Brown. 2713 #102

(1) recycle bins are often packed overly full. Also, someone is putting mixed recyclables into the bins (e.g. cardboard, bottles, etc.).

RESPONSE: we have an additional bin in each location, and also changed the pickup day to Tuesday from Thursday (b/c there seemed to be a lot of build-up over the weekend).

Also, cardboard can now be recycled. We will get an updated list of recycling guidelines.

Albertina Ponce and James Brett (2509 #301)

(1) Can job description of the porter be posted to the yahoo group?

RESPONSE: Yes, and we can put it on our website as well. Rosemary will take care of this.

(2) She had a bad experience with one of our recommended window replacement companies (Sunlight Glazing); condensate problems, cracks when installed, poor customer service. She recommends that we not go with this company in the future.

RESPONSE: We are trying to assemble a list of recommended companies for work but have had few responses so far. As part of that we will be reviewing the recommended company list.

(3) When will water hoses be put out?

RESPONSE: We have not decided yet b/c we are unsure how to deal with our extremely large water bills. Last two quarterly water bills were ~\$14,000. We will be doing a unit by unit plumbing inspection to help reduce out water user as well.

(4) Have we checked for leaks between the county main and our buildings? We can shut off water and see if the meter still is running. If so, then it is due to a leak in that portion of the pipe.

RESPONSE: No, but the three meters have each shown a proportional increase rather than one of them going much higher. Could be due to increased number of residents (couples instead of singles), leaky facilities, etc.

Elaine Ooi 2403 #101

(1) Is the porter doing watering of plants and lawn? This would be preferable to avoid residents leaving it on all day.

RESPONSE: We have not determined this yet. One idea would be to invest in soaker/trickle hoses (which are more efficient), and set up a schedule for the porter to do watering.

(2) Is car wash going to come back?

RESPONSE: It was put away b/c of the winter, and a lot of people who don't live here have been using it. Due to our extremely high water use we will need to review whether or not we want to continue to make water for the car wash available.

(3) 2400 / 2500 block fertilizer and seeding was done, they did not seed some of the areas.

RESPONSE: Blade runners just started yesterday, this has not been done yet, this may have the county people that she saw on their portion of the property.

(4) Some trees are bending over and look like they're going to be uprooted soon, blade runners mentioned the need to trim branches.

RESPONSE: Hopefully our new shrub and tree care service (through the landscaping committee) will take care of this.

Christine Smythe 2607 #102

(1) Could Luis take care of the plumbing inspection?

RESPONSE: No, we need a licensed plumber to do this for liability reasons and so they can make the easy quick-fixes.

Demetria Katson 2609 #201

(1) She has had ongoing problems with her ceiling. The stucco in several rooms is cracking, buckling, and pulling apart (indicating moisture). Visual inspection was done, and the A/C unit was checked. She has had intermittent high humidity and strange odors, even after the A/C being repaired and the roof being ventilated. They found that the house was extremely leaky, that there are holes in the attic floor and in the drywall of her neighbor. There are also holes directly into her apartment above her kitchen and

bathroom; these need to be sealed. She has 30 air changes per day instead of the recommended 7. There is no evidence of pipes leaking.

RESPONSE: Jeff would like to continue to investigate this problem to be sure that the air leaks are the source of the problem. He will also check to see whether or not the affected areas are the responsibility of the association or the owner.

DeAnna Renko 2411 #201

(1)Went into the basement of 2409, and found it atrocious. Lots of leaves on stairs and in grate, piles of trash there, and inside the basement it is full of more leaves and junk. Areas of the floor are extremely damp. There is a toilet there, several abandoned bicycles in the room outside of the bins, pictures against one wall. She thinks these are things that owners have left. In 2500 it's full of furniture.

RESPONSE: Jeff recommends putting out notices (3 or 4 over a month) saying that anything not in a bin will be removed. Jeff will investigate this and then email us. We discussed having Goodwill or Salvation Army send us a truck to pick up the items we'll be getting rid of, or renting a dumpster for the remainder.

#### **IV. Minutes from the Previous Meeting**

Motion was made (Cara Carter) and seconded (DeAnna Renko) to approve the minutes of the 2/21/07 meeting. PASSED.

#### **V. Reports from Officers**

No reports.

#### **VI. Management Report**

**Legal Representation:** We need to set up a meeting with the different alternatives (the two new firms) at a later date and time that is convenient to the board. We can then get a sense of which firm we would prefer to go with. We will try to move quickly on this.

**Façade Leaks:** We have two quotes for this; Dolan (\$3,592 or \$4,392 with a man-lift) is much cheaper than Titan (\$7,000 incl. man-lift). Dolan wants to scaffold the chimney, which may not be advisable since the chimney is in need of repairs. But we are comfortable going with Dolan and asking them to use the man-lift. **DeAnna moves to approve the Dolan contract at \$4,392 including \$800 for a man-lift (seconded by Cara).** PASSED.

**Plumbing inspections:** Jeff usually recommends Triple state b/c they are very good with emergencies, but that Chandler would be better for this kind of work. One of Chandler's owners also owns a unit here and will be directly involved in the inspections. **Jon made a motion for Chandler to handle the water inspections as per the contract in the manager's report (\$19/unit), Cara seconded it.** PASSED

**Community Update:** Jeff will add the info about the recycling.

**Hallway colors:** Jeff thinks that the colors on the hallway were not the ones originally recommended by the committee; however, they are very similar. Cara recommended voting on the existing colors, but Rosemary added that we should first make sure that the colors to be painted will be the same. Jeff has a record of the colors being asked to paint. Jeff has one bid already, and two more forthcoming. He wants to know if the unit doors are being painted (consensus is no). **DeAnna moves that we paint using the color scheme currently in 2613, and the doors will remain natural. We will paint walls, trim, baseboards, ceilings, chair rail, and railings. Seconded by Jon. PASSED.**

**Window Replacement:** The owner who wants to do them has sent in a color sample and information, but the brochures do not appear to match. Several residents have complained that other replacement windows have slight variations; however, it is extremely difficult to always get an exact match. DeAnna noted that we approved another company recently, and the results were “close enough”, although the screen configuration was slightly different. If the end results are very different, we can require them to redo it. **Rosemary moves that we give Mr. Walsh approval to go with the contractor of his choosing to install windows in his unit, but they need to match existing windows in color, appearance, and dimensions. If they do not match it is his responsibility to have them redone at his cost. DeAnna seconded the motion. PASSED.**

**Association Funds:** Jeff provided an article detailing recent embezzlement scandals and steps ProCam takes to protect our assets.

**HVAC Maintenance:** Chandler’s flyer on discounted rates will be included in the community update.

**Verizon Cable Service:** Are we sending this to Chadwick or waiting for new legal counsel. Jon raised some concern about the appearance of the fake plastic crown molding that would cover up wires in every hallway. We need to be sure that residents think the aesthetic cost is acceptable for the benefit in better internet service. Jeff has said that we have a number of requests for satellite service, and that residents are only able to install satellites in the window (not attached to any common elements). We decided by consensus to wait; both for new counsel and to further review the molding.

## **VII. Business Items**

1. Rosemary will post porter duties to the yahoo group and web site.
2. In the April meeting we will discuss the car wash, revisit the leak at 2609, talk about donation/heavy trash cleanout of the basement common areas, paint contractors, and landscaping.
3. Landscape Committee Report. Jon and Leslie presented materials from the last committee discussion. A packet of materials was distributed and they were explained. Current contract with for care of trees does not exist. Jeff recommends soliciting bids for alternative lawn care contracts now to allow time for next year’s budgeting. **ACTION ITEM for JON: Mark up**

existing blade runners contract to modify it based on what we are asking for (ground maintenance without shrub work).

The landscaping budget for this year is:

\$7,000 for grounds maintenance (e.g. removing dead tree)

\$32,000 grounds maintenance (all of this is allocated to Blade Runners)

\$8,000 for tree services.

There is roughly \$15,000 remaining available for potential landscaping work. We could probably safely spend up to \$10,000 for the year.

We would like to plant some annuals to provide some color; we want drought resistant, sun loving flowers. We will ask Christine for her recommendations. We also want to look at how to improve the area by the front sign (\$300 for flowers in the front sign, possibly including cutting down the liriopse). We also want to look into natural/native planting, and if it's possible to get money for it.

## **VIII. Adjournment**

The meeting was adjourned at 8:40pm.