

Cambridge Courts Condominium Board of Directors Meeting
8/26/09

I. Call to Order

Meeting was called to order at 6:35pm

II. Quorum Count

Board Members present: Frances McCoy, President (2501, #101); Jon Fisher (2811 #101B), Secretary; Tracy Van Duston, Vice President (2501, #201); Chuck Phillips, Member-at-large (2613, #201); and Wayne McCreedy, Property Manager.

III. Owner's Forum

Two owners submitted issues by email, although neither attended in person.

Lisa Shapiro, 2411 #102: (1) She requested \$188.95 for repair to a drain line she believes to be a common element, plus reasonable costs for repair of drywall and paint. **RESPONSE: Motion was made (Tracy) and seconded (Jon) to reimburse Lisa Shapiro \$188.95 for the cost to clear her common drain line. PASSED unanimously.** She will need to submit an estimate to Wayne for the cost of the drywall and paint work, at which time the board will consider and vote on this expense. We will also be exploring the cost of having a plumber clear all of our common drain lines on a regular basis in the future.

Kristie Prantil, 2609 #102: (1) She wants reimbursement for electrical work done in her unit, and she is concerned that the problem (lack of proper grounding) affects all units. She is going to proceed with further testing and will let us know what she finds, but is requesting no action at this time. **RESPONSE:** No action is required now, but the board will review further information on this matter.

Jon Fisher, 2811 #101B: (1) There is still water leaking into the basement of 2807 on a regular basis. **RESPONSE:** Our plumbers have been unable to locate the source of this problem, and it would require extensive work in each unit (e.g. lifting up each toilet to look for wax ring damage). For now we will contact the owners whose storage bins may be affected and offer to let them use different bins less at risk of potential water damage.

IV. FiOS installation

John Alessandro from JMJ Communications, Inc (jalessandro15@comcast.net, 856-466-3540) came to the meeting to talk about FiOS. He is a contractor that works for Verizon and would do the installation, and his company has done about 60% of the FiOS installations in Arlington, including several old building like ours. He explained the general process, and indicated that he can be our point of contact for any of the work done (including that done by subcontractors). Each unit owner would be responsible for being home to let them in when the work was scheduled, or for giving a key to an onsite manager, or for being charged for getting a locksmith to open the unit. He estimated that adding FiOS to a condo generally adds about \$5,000 to the

retail price of each unit, which may provide additional incentive. Owners will need to leave notes on their doors if they have pets that the contractors need to watch out for (e.g. cats that could escape), and to make arrangements to be home or crate their animal if it is aggressive. They will also need to empty out their closet where the box will go in, and are responsible for contacting John if they have any concerns before the work is done. The estimated timeframe for installation is November-December, and it would be available 60 days after installation begins. Hopefully we can coordinate this with the cleaning of our dryer vents since that will also require unit access.

V. Minutes from the Previous Meeting

Motion was made (Jon) and seconded (Tracy) to approve the minutes of the 7/29/09 meeting. PASSED unanimously.

VI. Reports from Officers

None.

VII. Report from Committees

None

VIII. Old Business:

A. Review list of concrete repairs

The board has a proposal for extensive repair of potential trip hazards, but needs to walk through and review the list to see if there are some items that can be delayed. This will be done this Friday evening.

B. Review proposal for washing and repairing brick

The board has a proposal for power washing, repairing, and repointing the brick and mortar walls at several locations where damage has taken place. **Motion was made (Tracy) and seconded (Chuck) to accept the proposal for the brick work, minus the optional fence work. PASSED unanimously.** Before proceeding with this contract, Wayne will wait to see if we can get a better price by combining it with some of the concrete work

IX. New Business

A. Landscaping

Jon has a proposed set of work for filling in large holes in the grass, which he will pass on to Denchfield to get an estimate for the cost of implementing. Denchfield has a proposal for \$475 to write up detailed watering instructions for the grounds, but for now we will wait to see what information we get from the irrigation folks. We want to make sure that we get information from them on how to keep our mature trees healthy.

We also will proceed with having our Arborist thin the limb over 2501 (\$440), and get an estimate for removing some dead limbs from the oak tree in SE corner of 2500 courtyard.

B. Budget

The board conducted an extensive review of the ledger to date and proposed draft 2010 budget. We are awaiting details of our reserve study, as well as a proposal for irrigation before deciding on what to propose to the residents before the annual meeting.

X. Executive Session

The board entered executive session at 8:56pm. **Motion was made (Tracy) and seconded (Chuck) to write off the four extremely minor debts (<\$10 each), for account B92409020201, B92501010201, B92507030101, and B92509010201. PASSED unanimously.**

XI. Filling open board slot

Motion was made (Tracy) and seconded (Jon) to appoint Ingrid Harris Herbert to the open board position, with the understanding that this position is up for reelection at the annual meeting in November. PASSED unanimously.

XII. Adjournment

The meeting was adjourned at 9:08pm.