

Cambridge Courts Condominium Board of Directors Meeting
9/26/07

I. Call to Order

Meeting was called to order at 6:36pm

II. Quorum Count

Board Members present: Rosemary Gorski, President; Lorraine Bailey, Vice President; Cara Carter, Treasurer; Jon Fisher, Secretary; and Jeff Bridges, Property Manager.

III. Owners Forum

Lorraine Bailey, 2703, #102: (1) BBQ grills are burned out and generally in bad shape (we have 4 of them in two picnic areas). We should consider replacing them.

RESPONSE: We will consider new picnic benches (possible recycled plastic for easier cleaning) and grills; Jeff will look into pricing for these.

Marlene Drohan, 2813 #101: (1) West Nile has been reported in the area, could we do anything to discourage the mosquitoes? RESPONSE: Jeff will look into having Luis make some modifications to reduce standing water.

IV. Minutes from the Previous Meeting

Motion was made (Jon) and seconded (Rosemary) to approve the minutes of the 8/22 meeting. PASSED.

V. Report from Committees

Jon presented the project proposals from John Snitzer (the landscape architect), and recommended that we hire him to work on developing a shrub maintenance plan (in conjunction with Blade Runners), which would consist of coming up with a written plan and a set of maps. Jon also recommended that we hire him to do a design for improving the front sign area, as a sample of the kind of work he could do for us.

Motion was made (Jon) and seconded (Cara) to approve John Snitzer speaking to BladeRunners and developing a cost estimate for reworking our maintenance plan; also to complete a design for a reworked community sign (1. in the proposal) and redoing the NE entrance to the 2600 courtyard (4. in the proposal). Board approves a budget of \$750 for this work, including the maintenance plan reworking implementation. PASSED

VI. Management Report

Budget: Rosemary raised the concern that we may need to increase our contribution to the reserves, given the number of large projects coming up. Since current contributions are in line with our reserve study, the board is currently comfortably with our budget.

Motion was made (Cara) and seconded (Rosemary) to pass the 2008 proposed budget including a 7.61% increase.

Water shutoff: scheduled for 2500 and 2600 courtyards. The hot water line is leaking, both hot and cold water lines are being replaced so we won't face this problem again in the near future.

Parking Lots: Dominion is coming back to apply a different coating material to some striping they did earlier (they painted over incorrect stripes, but the paint is wearing off and needs a new material to be applied).

Exterior Lighting: Management recommends additional lighting (wall-pacs) near 2505 and 2503, and has proposals for the work. There have some complaints about lighting (although not in this particular area), mostly stemming from the wrong bulbs being put in.
Motion was made (Lorraine) and seconded (Rosemary) that we accept Kelly Electric's proposal to install two additional wall-pacs in the 2503 and 2505 area, for a cost of \$1,675. PASSED.

Plumbing Inspections: Rosemary reported that her fluidmaster was recently replaced, but Triple State advised that it needed replacing. Many toilets were leaking and have been adjusted to address this. We also noted that many of the toilets are the original old models, which are both wasteful of water in general, and prone to leaking. Jon noted that they forgot to check the basement units in 2811 until he caught them about to leave. Two inspections have been done, we will get a report when they are complete.

The proposals for toilet replacement from Triple State was higher than we were comfortable with. We would ideally like to solicit proposals from other plumbers to provide us with tiered pricing (based on different amounts of residents who sign up to get their toilet replaced), and possibly alternate models. We would like to offer anyone who replaces their toilet with a water-saving model a credit of \$75 for the cost of replacement, whether they use their own contractor or go through the group offer that we provide (which will hopefully be a discounted rate). We will also offer this credit to people who have made this replacement after January 1, 2005. Jeff will talk to other plumbers to get proposals for this pricing.

Basement Water Leaks: We are awaiting the final report from Gardner-James engineering detailed hat it will take to address the water leaks in 2605 and 2603.

Concrete replacement: We need estimate for two stoop replacements (where the concrete is in really bad shape), and should re-caulk in the short term if the replacement cost is too expensive to do this year. There is also a sidewalk by 2503 that needs replacement. Jeff will get quotes before the October meeting.

Hallway Window Replacement: for now Luis will look into putting in surplus screens into the hallway windows that are missing them. For now the hallway windows do not need replacement.

Other hallway projects: We will look into mailbox replacement, new light fixtures, etc. to help beautify the hallways.

VII. Business Items

1. Date for annual meeting: The annual meeting was set for Wednesday, November 14th, at 7pm. Two positions will need to be filled, one for one year, and one for two years. We will send a community update within a week or two announcing the date and mentioning the need for new members.
2. Porter: Can we get estimates on how much Luis is saving us (i.e. what would the cost of work he's doing cost us, and how much more is that than what we pay for his salary). Jeff guesstimates at ~\$2,000-\$3,000. For the annual meeting the board requests that Jeff prepare a list of the kinds of things he's been doing and what the estimated savings are. Also, should we give him a Christmas bonus? We will discuss in October.
3. Dryer Vents: Aren't they being replaced soon? Jeff has proposals from a contractor to do the work at \$60/unit. However, we may want to delay the work simply b/c we have already had plumbing inspections recently, and have other work scheduled. We also need chimney cleanings sometime. Jeff will ask about the best time to do chimney cleanings as well.
4. Storage Room cleanout: Several of the worst units have already been cleaned up, but we will proceed with this cleanup anyway.
5. Pine needles: Lorraine has received complaints that the pine needles may be a fire hazard. They are cleared three times during the fall, and don't believe that they currently pose a strong risk, but will look into the matter.

VIII. Adjournment

The meeting was adjourned at 8:30pm