

**Cambridge Courts Condominium Board of Directors Meeting**  
**6/27/2007**

**I. Call to Order**

Meeting was called to order at 6:36pm

**II. Quorum Count**

Board Members present: Lorraine Bailey, Vice President; Cara Carter, Treasurer (present from 7:12pm-8:12pm); DeAnna Renko, Member-at-large; Jon Fisher, Secretary; and Jeff Bridges, Property Manager.

**III. Owners Forum**

Ken Koyak, 2611 #202

(1) Are all railings to be painted with white shell?

RESPONSE: Yes

(2) When can residents replace their own doors? He wants a steel door, although current regulations mandate wooden ones. Some residents have put in their own doors (which are painted), and he's willing to paint his door an approved color, but doesn't want to put in a wooden one.

RESPONSE: The last time the board discussed painting the doors we decided to keep the wooden ones instead. We will revisit this at next months meeting. (Jon's note: composite doors are available with real wood veneer over steel cores).

Marlene Drohan, 2813 #101

(1) Some shrubs were not trimmed by Blade Runners

RESPONSE: Jeff thinks the written instructions they were given were ambiguous, Christine from the landscape committee believes that when she met with them in person she was quite clear as to what needed done. We will be more careful with instructions in the future, and are looking for a new landscaping company anyway. See Landscape Committee update for more details

(2) A shopping cart from whole foods has been left on our property

RESPONSE: Jeff thinks it's possibly from the painters? If it's still there after they finish we can return it

(3) Ads are being left in lobbies, she would like Luis to remove them

RESPONSE: Jeff will instruct Luis to do so

(4) Vents are still missing covers

RESPONSE: they will all be replaced this fall when the vents are cleaned, we will need to look into solutions to prevent this from reoccurring.

Christine Smythe, 2607 #102

(1)Lamp posts in 2401/2403 have loose bases

RESPONSE: Jeff: the electrician was supposed to have fixed these. He will have him come back.

(2) Both outer doors to basement in 2603 were broken in, and an internal door was damaged as well. There is also peeling paint and possibly mold in this basement.

RESPONSE: Jeff: repairs have been scheduled, the peeling paint will be fixed when the interior is painted.

(3) Bricks are being damaged by u-haul trucks backing in.

RESPONSE: We will look into rubber protection, or possibly at least a sign.

(4) Metal rails on stairs should have been cleaned of rust before being painted

RESPONSE: Painters advised that this was done, and that the paint used is fairly durable and should last ~ 4 years.

Gary Young, 2605 #202

(1) A young skateboarder almost hit him, and has been going around blind corners quickly. He is concerned that he could hurt someone (especially one of the more elderly residents). Others expressed concern about property damage as well.

RESPONSE: Jeff will write a letter to his mother indicating that skateboarding will no longer be permitted due to these concerns.

(2) The area near the rear parking lot at 2605 looks bad, and has been rocks and gravel for many years. Why has this not been planted to look better?

RESPONSE: Apparently an attempt was made a number of years ago to seed it, but it failed. It will likely need tilling, mulching, and planting. The landscape committee will look into it.

Deanna Renko, 2411 #201

(1) The photocells in various places have been malfunctioning

RESPONSE: Jeff: These are being repaired, and all photocells are being mapped.

Lorraine Bailey, 2703, # 102

(1) Recycling totes need better signs/instructions. Currently they are inconsistent, and contradict not only each other but what Jeff has been told. Also, the company has not been emptying them unless they are full, but they should be emptying them each time they come through.

RESPONSE: Jeff will ask them for signs and about emptying them each time.

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

**Motion was made (Deanna) and seconded (Cara) to approve the minutes of the 5/23/07 meeting. Passed.**

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

No report.

#### **VI. Reports from Landscape Committee**

Jon explained that the delay in getting the shrubs trimmed was due to a communication problem. The landscape committee had assumed that we would be able to find a new company to replace Bladerunners quickly (which did not happen), that Jeff was going to

arrange a meeting between Christine and Bladerunners (which was delayed), and Jon misunderstood Christine's recommendations and failed to communicate the shrub needs properly as a result (Jon was also out of town for a month during all this). This should not be an issue again, we're paying much closer attention to communication now.

Jeff indicated that he talked to 4 landscaping companies, and mailed/faxed each one our specifications. 3 did not respond, one responded to say that they don't service condos. Christine contacted a few companies on her own and got a couple of responses. One company said they would be in touch soon to schedule a walkthrough. Jeff offered to try to get bids from a few more companies

A final proposal from the Arborist was received with estimates for our most important tree work. **A proposal was made by Lorraine and seconded by Cara to move forward with the work in the contract with the Arborist, for a sum of \$7276.50. Passed.**

Christine noted that the azaleas across the property are diseased. We will ask the Arborist for advice on his upcoming walkthrough of the property in July. Also, the shrubs at 2501 that blade runners was supposed to have removed is still there.

## **VII. Management Report**

**Financial:** Jeff provided an update that we have about \$197,000 in the money market account. We will need ~\$65,000 to pay for the painting, tuck-pointing, and seal-coating work. **Cara proposed and DeAnna seconded that we keep \$75,000 in our money market account, and that the remaining balance be split evenly in investments in 9 month and 12 month CDs, at the best rates we can get. Passed.**

**Hallway Painting:** AMS has advised us that we will need 2 coats of the shell white paint to cover properly. After some discussion of pros and cons, we decided to approve the second coat of paint. **A proposal was made by Jon and seconded by Lorraine that we approve \$6,900 for AMS to apply a second coat of shell white paint to interior ceilings, railings, trim, and door frames. Passed.**

**Vandalism:** We discussed the recent vandalism (damage to basement doors and car window) and asked Jeff to write and post flyers in each lobby reminding residents not to leave valuables visible in cars (including accessories like a mount for a GPS, which could make a thief think that the GPS was in the glove compartment). We discussed deadbolt locks, locking basement windows, and new plates to make it harder to break in. Jeff will look into costs of various options and present them at the July meeting.

**HVAC Unit/Drywall Damage:** After discussing this issue, we decided to wait for Ms. Katson's estimates for her drywall damage (which should be ready soon). She has indicated that she will not accept the prior offer, and there was some concern that it didn't make sense to keep paying the lawyer to rewrite our release. The consensus was that we felt uncomfortable paying for the "envelope sealing" until we had some idea of what she was asking for the Drywall. Jeff indicated that she was OK with waiting to receive

payment until she had provided her estimates. Once she has provided her estimates to Jeff, we will discuss how best to proceed.

**Cable Service:** We agreed to pass this on to legal counsel to review. We also want to know: (1) whether or not we will receive (or could negotiate) compensation to paint the plastic molding to cover the wires, (2) can we tour another building with the fiber optic cable installed to see how it looks?, (3) will Verizon maintain the molding or does it become our responsibility?

**Plumbing Inspections:** After Chandler failed to respond to Jeff for scheduling inspections (and them also being unresponsive about completing work on cleaning the condensate line), he decided to go with Triple State instead. They are currently quite busy with emergency work but plan to set up a schedule with Jeff as soon as they can.

#### **VIII. Business Items**

None

#### **IX. Adjournment**

The meeting was adjourned at 8:50pm