

CHELSEA PLACE TOWNHOME OWNERS' ASSOCIATION

May 2, 2012 Meeting

The CPTOA Board of Directors met on Wednesday, May 2, at 7:00 pm, in the Dihel home. Board members present were Richard Dihel, Karen Rood, Jeanne O'Connor and Dave Griffith. Carl Holtz was absent. Don Fink and Mary Ann Dihel were also present.

<p>Approval of Minutes</p>	<p>Motion by Dave and seconded by Karen to approve minutes of the CPTOA Board of Directors March 15, 2012 meeting. Motion passed unanimously.</p>
<p>Website</p>	<p>Motion by Dave and seconded by Jeanne to start a CPTOA website under the domain name of CHELSEAPLACETOWNHOMES.COM at a cost of \$59.06 for a year and \$11.99 per month. Motion passed unanimously.</p> <p>This convenient form of communication will be password protected, and will include such information as: Association Bylaws, Rules & Regulations, Board meeting minutes, Association Partners contact information, maintenance notices and a neighborhood newsletter.</p> <p>Kari Rood will serve as website manager.</p>
<p>Tree Pest Management (Spring)</p>	<p>On April 24th the Board approved (via email) a spring pest management proposal from Bartlett Tree Experts. The \$2415 proposal included:</p> <ul style="list-style-type: none"> - \$525 for soil treatment to suppress Emerald Ash Borer - \$1890 to inspect crabapples, hawthorns and Austrian pines for insect and mite pests, diseases and cultural problems. Specific treatments designated to suppress apple scab and rust, cedar quince rust on hawthorns, and Diplodia tip blight of Austrian pines (to be treated as needed only)
<p>Foliage and Tree Treatment</p>	<p>Motion by Karen and seconded by Dave to approve an additional pest management proposal from Bartlett Tree Experts totaling \$1301. Motion passed unanimously.</p> <p>The proposal includes:</p> <ul style="list-style-type: none"> - \$926 for two foliage treatments of spruce trees to help

	<p>suppress needlecast, and to treat spruce spider mites and spruce bud scales.</p> <ul style="list-style-type: none"> - \$375 to inspect all spruce and arborvitae for insect and mite pests, diseases and cultural problems. Treat plants to suppress pest damage and promote plant health. Inspect and treat specifically for bagworms.
Cable Tree Branches	<p>Motion by Dave and seconded by Karen to approve a proposal by Bartlett Tree Experts to cable branches of pear trees (one behind Unit 663 and two behind Unit 677) at \$95 per tree, for a total of \$285. Motion passed unanimously.</p>
Trimming	<p>Richard will contact Manchester Landscaping re trimming some trees and pruning evergreens as previously discussed.</p>
Window Grills	<p>Motion by Dave and seconded by Jeanne that the Board grant Unit 662 owner an exception to CPTOA Bylaws on the exterior color of window grills, based on the owner having received Board approval. Motion passed unanimously.</p>
Outside Wall Decoration	<p>Motion by Karen and seconded by Richard to approve a request by Unit 27W208 owner to mount an outdoor wall decoration on the front wall of the building. Motion passed unanimously.</p>
Repairs to Unit 670	<p>Motion by Karen and seconded by Richard to authorize Association Partners, Inc. to send a letter to Unit 670 stating the owner must: remove staples above the garage; and properly maintain the deck or else take it down.</p>
Light Fixtures	<p>Don researched costs of replacing the corroding brass exterior light fixtures with black fixtures (2 per unit).</p> <p>The item was tabled for further review.</p>
Exterior Maintenance	<p>Don will soon start first-floor maintenance (with budgeted funds) which includes window sill repair, caulking and some cedar repair.</p>

	<p>Note of interest: Don provided a log of his maintenance work, broken down by unit, from October 1999 to April 30, 2012. He has made 1665 repairs on townhomes and fences. Amazing! Thank you, Don!</p>
<p>Satellite Dish</p>	<p>Unit 27W204 was bought by a corporation and is rental property. The resident requested the unit owner to seek Board approval to install a satellite dish. The resident then proceeded to have the dish installed, unaware the owner neglected to seek approval.</p> <p>Direct TV erroneously installed the antenna on the unit next door, Unit 27W208.</p> <p>Motion by Richard and seconded by Karen to authorize Association Partners, Inc. to send a letter to the owner of Unit 27W204 stating that due to improper installation of a satellite dish (and without authorization from the Board), <u>within 30 days</u> the satellite dish is to be removed from Unit 27W208 and holes patched. The owner is also to submit an order to the Board requesting approval for the installation of a satellite dish on Unit 27W204. Motion passed unanimously.</p>
<p>Bylaws, Rules & Regulations Enforcement</p>	<p>At the upcoming annual June meeting of CPTOA, the Board President will remind owners:</p> <p>All future correspondence regarding windows must specifically state <u>white</u> grills must face the exterior of the building.</p> <p>All exterior changes to units must be approved by the CPTOA Board of Directors.</p>
<p>Adjournment</p> <p>June Meeting</p>	<p>Motion by Karen and seconded by Dave to adjourn the meeting. Motion passed unanimously, meeting adjourned at 9:20.</p> <p>The next meeting will be June 6, 7:00 pm, at the Winfield Fire Department. All owners are encouraged to attend.</p>

Respectfully submitted,

Jeanne O'Connor
Secretary