

The Winter Newsletter

February 2008

Chapman Place Trustees

Charles Bartlett—Trustee
 Ardelle Bedford—Trustee
 Dave Cucchiara—Treasurer
 Marion Duclos—President/Secretary
 Luciano Miletta—Trustee
 Linda Novelli—Vice President
 Vacancy—Trustee

MEETINGS AT THE CLUB-
 HOUSE
 6:30 p.m.

Tuesday, March 11, 2008
 Tuesday, April 8, 2008

Residents are invited and encouraged to attend these meetings.

Chapman Place Office Hours
Tuesday & Wednesday
10 a.m.—1 p.m.

In this issue:

- 1) Carbon Monoxide Detectors/
Smoke Detectors
- 2) Structural Change Forms
- 3) Satellite Dish Installations
- 4) Parking
- 5) Homeowners Insurance
- 6) Water Pipe Replacements

Read the Newsletter in
 color at
www.chapman-place.com

Call Gary at the office to
 schedule your dryer vent
 cleaning!

Welcome to the many new unit owners at Chapman Place!

Be sure to review the "Welcome Packet" and call the office with any questions you may have.



A community is not just about the "Rules and Regulations" but also about its people. The article below was submitted by former CPC President, Steve Epps, currently stationed in Fort Bragg, NC

I indeed hope that you had a Merry Christmas and a Happy New Year!

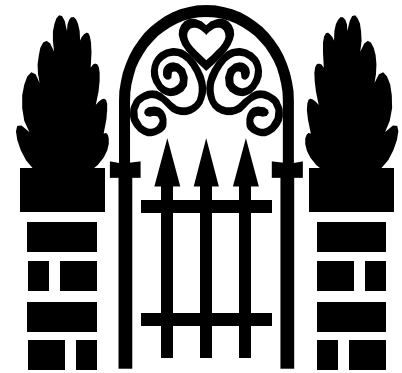
I was fortunate enough to return home to my wife and family for these holidays. I have now been mobilized for six months of my second mobilization tour of duty. Unlike my last tour in the lovely Middle East, this time I have remained Stateside serving at Fort Drum, NY; Fort Dix, NJ and now Fort Bragg, NC.

At each location my unit has been fully engaged training units that are headed to either Iraq or Afghanistan. These units are counting on my Brigade and other similar brigades to give them realistic training with the most current doctrine and techniques available. Many of my compatriots have served at least one tour in the Middle East training either the Iraqi Army / Police force or the Afghan Army. Many have formed bonds with citizens of these two nations. This is why we are spear heading the training of the forces that are part of the President's troop surge.

It is at this juncture that I must tell you that many Iraqi citizens are glad we removed Sadaam, would like our forces to leave, but don't want our forces to leave until it is much safer. They call the insurgents "Meshnoons" (spelled phonetically) which is their term for crazy people. Many of those that are attacking our troops are not Iraqi, but are slipping across a porous border (like our shared border with Mexico) from countries such as Saudi Arabia, Iran and Syria (all up-standing nations).

Until recently, I maintained contact with two of the three Interpreters that I interviewed and hired while I was stationed at an Iraqi base twenty miles from the Iranian border. I consider them my friends and am more than a little concerned as to the recent lost contact. They gave me prayer beads (Muslim version of Catholic Rosary Beads) when I departed in late 2004. At the time, I thought *they* should have kept them, they would need them more than I ever would. Seems like a good idea now!

These two Interpreters (ITs for short) traveled to Baghdad to purchase going away gifts for me and the four other members of my Advisory Team. This may seem trivial here in the States, but these men had no cars and thus walked and hitch hiked the entire trip going through hotbeds of insurgent activity such as Bahkubah to get to the market districts of Baghdad. They risked their lives to get us trinkets of their appreciation. There was nothing but hard packed, sun baked barren terrain in our area of operation. No rain and 140 F degree temps will suck the life out of any landscape. There were no cities in our vicinity, only 2000 year old mud



walled villages with no electricity, plumbing, running water or sewer systems so there was no place for our ITs to purchase a gift for us.

My Christmas prayers were for these people we worked, trained, sweated and lived with. I hope that you may reserve a prayer or two for these people as they strive to build a nation free of tyrants and oppression. Please remember our own revolution. It took many years after our military victory over the British to unify under a Constitution, and we were at that time mostly from Western Europe and all Christian. We still struggle with our independence today. Iraq has never known democracy but has only known repression and 3000 years of conflict. It will take many years for them to achieve what our forefathers accomplished in about a dozen years. They know what we have learned over the last 300 years: Freedom isn't cheap or free, it must be earned.

Photos courtesy Marion Duclos



Editor's Note: *These Minutes are abbreviated for publication in the Newsletter and on our website. Any member of the Association may re-view the Minutes in their entirety at the office.*

Synopsis 12/11/07

Attendees: Marion Duclos, President/Secretary; Linda Novelli, Vice-President; Dave Cucchiara, Treasurer; and Charlie Bartlett.

Motion to accept November 15, 2007 Regular & Executive Session Board Minutes was made by Dave, second by Charlie, passed 4-0-0. **Motion** made by Marion to nominate Ardelle Bedford to the Board of Trustees, passed 4-0-0; **Motion** by Dave to nominate Luciano Miletta to the Board of Trustees, passed 5-0-0. **Action** for Marion to send a letter to Atty. Vander Linden updating the names of the trustees and officers. Regretfully, we were notified of the passing of two long time residents at Chapman Place: Warren Belliveau, Unit #105 and John Ashburn, Unit #16.

Visitors: Gary Zimmerman, Community Administrator; Laila Salo, Unit #71

Clubhouse/Pool:

Action for Gary to search for industrial tile for the kitchen and bathrooms that matches the existing entrance flooring. He will get bids for the installation. The walls will be painted sage, the trim white. Gary will strip and refinish the entrance hall and clean the carpet. He replaced the door seal on the kitchen door.

Maintenance:

Work behind Building #7 has stopped and will resume in the spring. The pallets of blocks were moved out of Visitor's Parking to the end of Building #4. Gary spoke with Gagne Drilling (formerly American Drilling) about the smell from our well water, more info to come. **Action** for Luciano to research a filter system. **Action** for Gary to collate the findings from the fire alarm testing. He has been working with Reliable Alarm troubleshooting problems possibly related to moisture. This does not affect the system's functionality. All the perimeter security lights have been installed. Gary cleaned the gutters on (12) buildings using a leaf blower which saved a lot of time; however, some of the debris was sprayed onto the siding which will require further attention in the spring. Gary installed a new dusk to dawn light at the clubhouse. The "walk around" was done on 11/24/07 with seven buildings not inspected. **Action** for Gary to give them a quick look to be sure there are no immediate issues to be addressed. It was his suggestion that we do the "walk around" in the spring due to the cold weather. **Action** for Gary to proceed with repairs, etc. based on the notes taken as well as to send letters from CC&R with regard to actions required by unit owners. Gary proposed signage on two vinyl posts at each entrance. The Board agreed to consolidate and standardize the signs as well as to add signs at the Visitor's Parking areas. **Action** for Gary to present the sign package at a future meeting. **Action** for Gary to get a "test" speed bump that can be bolted to the road.

Bids & Contracts:

Action for Gary to hook up the samples of lights for the mailboxes to see how they look when illuminated. Each location may require a different style. No decision as to whether they should be a motion sensor or a dusk to dawn sensor. **Action** for Gary to keep a log of all snow plowing issues for review each month. **Motion** by Marion, second by Dave, passed 6-0-0 for Charlie and Gary to decide when to call Dandini to sand the walks and/or driveways or to have Gary do the sanding. Proposal received from Boucher Construction (roads) primarily as a baseline. **Action** for Gary to get more bids. **Action** for Gary to be sure the bid specifies roadways, driveways AND walkways. Late bid from Bartlett (landscaping) tabled for next month.

Treasurer Report:

Balance sheet dated 12/6/07 showed Total Assets \$ 540,710; Total Liabilities \$ 540,710.

Office Reports:

General correspondence reviewed. The formal complaint submitted to the Board with regard to repetitive parking violations in the Visitor's Parking area next to Building #14 was discussed at length. **Action** for Marion to put information in the next Newsletter about snowstorm parking restrictions as well as general parking reminders. **Action** for Marion to respond by noting what the Board is doing to remedy the problem and to write Lock-tite to inform them of the parking restrictions, particularly during a snowstorm. **Action** for Gary to contact Lock-tite about towing vehicles. The Board will invite all new unit owners to a dinner at the clubhouse on Wednesday, January 30, 2008 at 6:30 p.m. **Action** for Gary to work with Anne-Marie on accounts which may need adjustments. **Action** for Gary to analyze and possibly modify the current phone plan as a cost saving measure. **Action** for Marion to put a reminder in the next Newsletter about owner's responsibility to have carbon monoxide (CO) detectors in each unit. High readings in a unit at Building #18 resulted in an evacuation recently.

****Congratulations to Gary who passed his Pool Operator's Certification with a score of 94.5.****

Important Phone Numbers

6-D Certificate APPLY TWO WEEKS IN ADVANCE	Office #978-537-8041 Cost \$30.00 payable to Chapman Place Condominium Trust (\$50 if notarized). Drop in the clubhouse mailbox with closing date
Refinance Bank Forms	Have your bank or mortgage company fax to #978-534-4838 \$20 Bank form; \$ 25.00 CPC Documents. Must receive payment before information is released.
Accounting – Condo Payment	Office #978-537-8041
Certificate of Insurance For Mortgage	Rodman Insurance Agency Sarah Hall, #781-247-7800, Ext. 809 Fax #781-444-0090 or on-line at www.rodmanins.com
Rent Clubhouse Pick up Key	Office #978-537-8041 Contact Gary
Garage Light Out	Office #978-537-8041
Non-emergency Messages	Office #978-537-8041 Please leave a message on the CPC answering machine and someone will respond as soon as possible.
Newsletter	Office #978-537-8041 cpctrust@verizon.net www.chapman-place.com

Synopsis 1/8/08 Meeting

Attendees: Marion Duclos, President/Secretary; Linda Novelli, Vice-President; Dave Cucchiara, Treasurer; Charlie Bartlett; Ardelle Bedford; and Luciano Miletta

Regretfully, we received word of the recent passing of Unit #45 resident, Chelsea O'Brien.

Motion to accept December 11, 2007 Regular & Executive Session Board Minutes was made by Dave, second by Linda, passed 6-0-0.

Visitors: Gary Zimmerman, Community Administrator

Clubhouse/Pool:

Gary has begun preparations for painting at the clubhouse.

Maintenance:

Both Gary and Luciano continue to research resolutions to the bad smelling well water. Gary has had further conversations with Gagne Drilling and expects material from them in the mail. Gary has spent the last month trying to stay ahead of the issues related to heavy snow fall and ice dams. He hired extra help to rake the roofs which retained 12-18" of snow. The conditions were perfect for ice dam formation and he charted 35 reported incidents. Eight of the 14 buildings experiencing difficulties have old roofs and three of those eight are scheduled for replacement this year. The Board discussed re-evaluating our long term plans for replacing the final six roofs at the next budget meeting. Two more checks received for patio door replacement program. A letter will be submitted from a homeowner wishing to use a new style door with internal blinds.

Bids & Contracts:

Relatively few issues reported with the snow removal vendor. Gary will remind the shovelers to clear around the sand barrels, the clubhouse walk and the walk to the rear of the clubhouse. Gary hand sanded all driveways and walkways on December 10th due to an ice storm.

Treasurer Report:

Accounts were reconciled after the report was printed for the packet. Anne-Marie has sent statements to overdue accounts which will be submitted to our attorney for collection

Office Reports:

Correspondence to and from unit owners reviewed. Invitations to 18 new unit owners were sent on 1/1/08 for dinner at the clubhouse with the Board of Trustees on 1/30/08. Gary worked with TOPS to correct categories in the income/expense report. **Action** for Gary to investigate entries into GL#08655 (Vehicle Expense) which currently shows \$ 0, but should be \$ 1200. Towing and booting procedures tabled. Renewals for advertising in the Newsletter/Website have been received. **Action** for Gary to confirm trash pickup on Saturday, 1/26/08, and to put up signs.

The Maintenance Corner

By Gary Zimmerman



Fifty-one inches to date and counting! Needless to say, snow removal has kept me extremely busy since early December. There was such an accumulation, I had to hire extra help to rake snow off the roofs to lessen the likelihood of ice dams. It would help us if your decks/patios were clear of belongings...keeping these areas clear is also for your own safety as this is your second exit in case of emergency. Ice melt (at the clubhouse) and sand (in the barrels at the mailboxes) is available for your personal use.

Structural Change Forms (download from www.chapman-place.com) must be submitted prior to beginning work in your unit. This is less for "permission" than to be sure the work conforms to CPC specifications and it allows me to monitor the work. Reminder: submit a record of such changes to the office if costs are over \$ 1000 (see Condo Bylaws: Insurance 5.5.1).

There is also a form to submit when scheduling a satellite dish installation. Drop by the office or give me a call.

With spring around the corner, for those who buy mulch, please consult with me first. I want to be sure we use the same type throughout the property for consistency. Also, remember to report any plow damage you may notice as soon as possible. As the snow melts, we try to document damage, but your help is needed.

General Reminders

By Marion Duclos

Nicole's Law (2006) requires every home to have a carbon monoxide detector on levels with sleeping areas. CO is a colorless, odorless, poisonous gas that results from incomplete burning of fuels. Symptoms include headache, fatigue, shortness of breath, nausea, and dizziness. We have had three documented close calls since that time. CO and smoke detectors are your responsibility. Do not tempt fate – install proper devices that are UL approved without delay. Reminder: do not leave your car idling in your garage. If you have questions, contact the State Fire Marshall's office, the Fire Department or go to www.mass.gov/dfs.

Since early 2006 there have been reported failures of the original copper pipes, resulting in catastrophic flooding. It is not uncommon for copper to corrode as it ages and it is essential that you watch for pinhole leaks or discoloration. A lower cost, high quality alternative to copper is PEX tubing (see December 2006 Newsletter).

Everyone should have Homeowners Insurance (see August and December 2006 Newsletter). The CPC Master Policy has a \$ 10,000 per occurrence deductible. Losses not exceeding this are your responsibility. Be sure your owner's policy (HO-6) provides adequate coverage to meet any deductible obligation you may have. Your coverage should also include the "special coverage A" endorsement (HO-1732). Contact Rodman Insurance (see page 2) with insurance questions.

Review your Rules & Regulations for parking policies. No parking is permitted in "Visitor's Parking" during a snowstorm. When using this area, be sure to hang your Visitor's Pass on the rear view mirror. All roads are designated fire lanes, PLEASE DO NOT PARK ON THE ROADS OR GRASS.

Vendors

Carpentry/General Repairs

Samsun Contracting 978-375-8069

Electrical

Page Electrical Corp. 978-537-8437 ext. 34

Windows & Doors

J.C. Vinyl Siding 978-537-6768

Plumbing

C&C Plumbing (C. Canning) 978-790-8214

Garage Door Repairs

Overhead Door Co. of
Leominster 978-537-9932

Security

Lock-tite 978-630-4867

Kim Smith will take care of your needs while you are away from your condo...pets, plants, papers, etc. Call her at (978) 534-1524



From The Office

By Anne-Marie Barba

2007 Summary

Operating Income	\$416,686	Operating Expenses	\$ 423,240
Income Allocated to Reserves	\$225,204	Reserve Expenses	\$ 174,585
Other Income	\$ 32,986**		

**includes fines, late fees, 6D, clubhouse rentals, services, interest
These figures are preliminary, the books for 2007 have not been closed by our accountant yet.



Condo fees are due on the 1st of each month.

The money is necessary to pay Association bills in a timely manner and any effort required to collect late fees takes time and money away from programs that benefit everyone.

When leaving a message at the office, please speak slowly and clearly and repeat your phone number.

Thanks, Anne-Marie

THE 2008 COUPON BOOK AND UNIT OWNER SURVEY WERE MAILED TO EACH OF YOU ON 12/4/07. SURVEYS WERE DUE BY 1/15/08. MANY HAVE STILL NOT BEEN RETURNED. FINES WILL BE IMPOSED.

For Sale: Solid oak dining room table 60" long x 40" wide with (2) 18" leafs, (2) side chairs and (2) arm chairs. Set is in mint condition. Asking \$ 225.00 or best offer. Please contact Karen Andersen, Unit #63 at (978) 537-0736 or via email at KarKay2@aol.com.
Note: dimensions have been revised

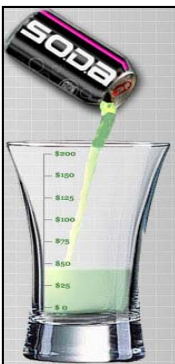
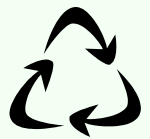
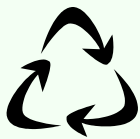
March 2008 Trash Pickup						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 30	24 31	25	26	27	28	29
Trash must be out by 7:00 a.m.!						

April 2008 Trash Pickup						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	H	22	23	24	25	26
27	28	29	30			
Trash must be out by 7:00 a.m.!						

Gary will redeem the RETURNABLE CANS & BOTTLES and the proceeds will be donated to Children's Hospital (kids with cancer). Totals will be posted in each Newsletter and on our website (www.chapman-place.com).

Your clean recyclables should be put in the totes behind the white fence in the Clubhouse parking lot. Please remember to consolidate!

See 8.1 in Rules & Regulations for trash tote times...no earlier than 1 hr. before dusk the night before and brought in by 8 pm after pickup. Tote shall remain in the garage except during these times. Please bag all trash.



Recycling Reminder!

By Gary Zimmerman

Recycling is now "single stream" and **does not need to be separated**. It is still very important that you **flatten the cans, cardboard, and plastic** as much as possible as we only have (10) totes for the recycled items which are picked up every other week.

2008 Donation total to date: \$ 10.25

Graphic courtesy Steve Scansaroli



President's Day is Monday, February 18, 2008. **Trash pick up will be on Saturday, February 23, 2008.**

Security Alert!

Do not leave valuables in your vehicles and be sure to lock the doors.

Welcome Party for New Owners in 2007

Photos courtesy Marion Duclos



Don & Daniel



Lisa & Mark



Alan, Debbie & Don



Ken & Gary



Anne-Marie



Rent the Clubhouse for your parties!



Linda, Charlie & Ardelle