

The Spring Newsletter

April 2009

Chapman Place Trustees

Charles Bartlett—Trustee
Ardelle Bedford—Trustee
Dave Cucchiara—Treasurer
Marion Duclos—President/Sec'y
Luciano Miletta—Trustee
Mary Elizabeth Moore—Trustee
Linda Novelli—Vice President

MEETINGS AT THE CLUB- HOUSE

6:30 p.m.

Tuesday, May 12, 2009
Tuesday, June 9, 2009

Residents are invited and encouraged to attend these meetings.

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

Strolling the Lanes at CPC

By Susan Leavy

Now that spring has officially arrived in New England you may observe a phenomenon as common as the robins and newly budding trees. While walking our lanes you will come across fellow strollers enjoying the fresh air and exercise. Because of my signature “Sony” headphones, neighbors soon recognize me and exchange a friendly smile or wave of the hand.

With last year’s gas prices the number of CPC strollers has increased. This is terrific to observe. However, it might be a good time to remind all residents how to make our lanes safer for those who take to the lanes.

Strollers/Walkers

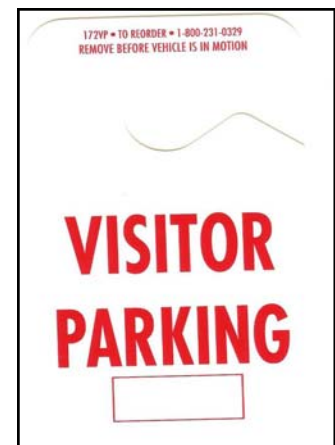
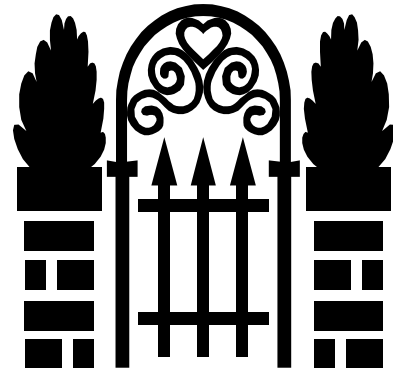
Since we have no sidewalks at CPC, try to walk along the edges of the lane and keep to the left, facing traffic as much as possible. Remember that if you walk at dusk, your clothing should be bright or, if possible, reflective.

Drivers

There are three things to keep in mind as you enter CPC while behind the wheel:

- 1) Watch your **SPEED**. The speed limit here is 10 MPH. That is the same speed that you use if you line up waiting to enter the Concord rotary along Route 2. Yes, it is *very* slow. The speed bumps are a reminder. Drivers often are observed driving much faster *in between speed bumps*. This is certainly not the reason the speed bumps were installed! Please picture yourself in those walking shoes. CPC drivers can come to a stop faster if observing the 10 MPH limit.
- 2) Use your turn indicator. This may sound like a simple thing, but last week as I was walking near the clubhouse, a car rounded the corner to the mailboxes giving no signal. I just want the chance to get out of the way!
- 3) **STOP** at the stop signs. This is not just a CPC rule, but you would not believe the times I have seen our drivers make no attempt to hit the brakes. For walkers (and our children) this is tragedy waiting to happen.

See you all in the Lanes. Come along when you have the time!



This is the current parking tag which should be hung on the rear view mirror when in use. Write your unit number in the box at the bottom. Contact me at the office for proper tags. Thank you, Anne-Marie



Newly redesigned and repaired CPC maps by volunteer Gary Grammont.
Thank you!

CHECK OUT THE NEW WEBSITE
AT
WWW.CHAPMAN-PLACE.COM

Book your **parties** at the
Clubhouse by calling
#978-537-8041



To report a gas leak/odor
call 800-231-5325

**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.



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

Synopsis 2/10/09

Attendees: Marion Duclos, President/Secretary; Linda Novelli, Vice-President; Dave Cucchiara, Treasurer; Ardelle Bedford; Luciano Miletta; and Mary Elizabeth Moore; Charlie Bartlett (absent with cause)

Motion to accept the January 13, 2009 Regular & Executive Session Board Minutes was made by Mary Elizabeth, second by Dave, passed 6-0-0.

Visitors: Gary Zimmerman, Community Administrator; Deb Warrington, Unit #18; Kelly-Ann Condon, CTS Right of Way Manager (Verizon FiOs)

Guest Kelly-Ann Condon outlined the benefits of bringing a fiber optic network to Chapman Place, the purpose and scope of the site survey, and what would be involved should we agree to set up all the units as FiOS available. She took questions from the Trustees and we will continue to solicit the opinions of our residents since this will involve their cooperation to gain access to the buildings.

Maintenance:

Recommendations from the 1/30/09 *Maintenance Committee Meeting*: **Action** for Gary to verify information on Certificate of Insurance from all vendors and to be sure tax ID # is noted on all contracts. Bid process for roads/driveways and patios tabled. **Action** for Gary to start privacy fences at buildings where patios have been replaced. Landscaping plans for front, sides, and rear tabled. **Action** for the MC to determine best plan to negotiate repair of damages to irrigation system by snow plows. Roof raking procedure utilizing additional help was reviewed. Due to the number of water leaks from ice dams, an appointment will be made with the rep from SPS, a detailed investigation will be scheduled with a plan for a remedy, and a notice of intent will be sent to unit owners affected. Stockpiles of snow have resulted in many complaints from residents. MC will re-evaluate these areas for next season. Trial of gutter guards at Bldg. #8 and 10 not fully successful. Mary presented a different style which will be given consideration. Fire alarm upgrades must be completed by the end of this year. Gary will schedule work sessions with the vendor. Lawn spreader worked for ice melt application; will also try using sand for extra traction on areas with excessive ice buildup.

Bids & Contracts:

Action for Gary to prepare bid for stairs (with railings) at Units #118 and 120 and wall next to Unit #110 as well as bid for the repair of the garage floor at Unit #165.

Motion by Marion, second by Mary Elizabeth, passed 6-0-0, to hire *Dandini* to install a drainage trench at Building #24 per proposal dated 11/4/08 with an addendum prepared by Gary to include a map showing the down pipes, window wells, and tie in with the drainage at Building #25. Various bids were reviewed and options discussed to retrofit the pool with a Safety Vacuum Release System mandated by a recent Federal Law. **Motion** by Marion, second by Linda, passed 6-0-0 to hire *Surf-side Pool* to install a Hayward automatic system. **Action** for Gary to request they fix the pool light. Gary will install the necessary post and contract *Page Electrical* for the hookup. The Board has given Deb and Gary (our CPO's) permission to start the pool opening process earlier than usual in order to allow time for this work and for inspections with an expected opening day of June 27th if the school year is not extended.

Treasurer Report:

Balance Sheet: Assets \$ 522,585.03; Liabilities & Equity \$ 520,413.92. Out of balance by \$ 2171.11, a year end adjustment required pending closing the books for the fiscal year. **Action** for Marion to verify with the attorney's office that statements should be mailed to the accounts which have been turned over to him for collection.

Office Reports:

Itemized statement for the preparation of the Certificate of Compliance for wall behind Bldg. #7 was finally received from Whitman & Bingham and a check will be mailed to close the job. Various correspondence to and from residents was discussed and actions given. At the time the road is resurfaced along Bldg. 24, consideration will be given to repositioning the last spot in Visitor's Parking which is too near the corner and interferes with the driveway at Unit #164. After consultation with our resident webmaster, it was mutually decided that Chapman Place should seek a professional website design and maintenance company. **Motion** by Dave, second by Linda, passed 6-0-0 to hire *KreativeDezign*. **Action** for Marion to request Steve to transfer the domain account to the new company.

Gary was given the floor for half an hour during which time he read a prepared summary of his two years on the job, its evolution and its future.

Interesting Quote:

"Obstacles are those frightful things you see when you take your eyes off your goal."

Henry Ford

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 Hale, #781-247-7809 Fax #781-444-0090 or on-line at www.rodmanins.com userID: condo Password: certs
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 3/10/09

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

Motion to accept the February 10, 2009 Regular & Executive Session Board Minutes was made by Linda, second by Charlie, passed 7-0-0.

Visitors: Gary Zimmerman, Community Administrator

Maintenance:

Recommendations from the 2/24/09 *Maintenance Committee Meeting*: **Action** for Gary to purchase a gas blower. **Action** for Mary Elizabeth to gather material on shed for storage of tools and supplies. **Action** for MC to make changes to the standard Contractor Contract and send to our attorney. **Action** for Gary/MC to create specs for road and driveways at Bldg. #19 to include new drainage for downspouts as well as specs for road and driveways at Unit #182 and 184 to include new berm around the catch basin. **Action** for Gary/MC to create specs for replacement patios at Bldg. #24 and 25. **Action** for Gary to install new privacy fences at Bldg. #20, 24, and 25. **Action** to proceed with landscape bricks at the ends of buildings where there is existing stone. **Action** for Gary to keep one Master List of major projects which will be reviewed at each MC meeting. **Action** for Gary to begin clean up of trees damaged in the December ice storm. **Motion** by Mary Elizabeth to amend the decision to purchase master locks for the emergency disconnects; rather to purchase standard keys, label and hang the key in the fire alarm panel boxes, second by Charlie, passed 7-0-0. **Motion** by Mary Elizabeth, second by Linda to amend the decision to charge \$ 75 for Gary to work with vendors; rather to charge \$ 50 for this service, passed 7-0-0. Units with leaks from ice dams to be evaluated with SPS in early April.

Bids & Contracts:

An amended contract was received from J's Lawn Care for his 2009 and 2010 contracts. **Motion** by Mary Elizabeth, second by Dave, passed 7-0-0 to accept an increase of \$ 355 for 2009 and \$ 390 for 2010. **Motion** by Linda, second by Ardelle, passed 7-0-0 to have J's put bark mulch in the rear exclusive use areas for \$ 2000, additional cost \$ 35/yard if necessary. After review of three choices of sheds and three possible locations, **motion** by Charlie, second by Linda, passed 7-0-0 to purchase a 10x12 vinyl sided shed with a 5' wide roll up door on the end to be placed at the far corner of the clubhouse parking lot.

Treasurer Report:

Balance Sheet: Assets \$ 538,398.71; Liabilities & Equity \$ 538,398.71. Year end procedure done in TOPS; audit will be done by accountant.

(continued from p. 2)

Motion by Marion, second by Luciano, passed 5-0-0 (Charlie and Dave absent) to **action** Linda to renew the Avidia Bank CD for 12 months.

Office Reports:

CC&R report reviewed. Several items from the Action List will be transferred to Gary's Master List. **Motion** by Dave, second by Mary Elizabeth, passed 5-0-1 (Linda abstained) to pay Linda for 18 hours of office coverage during January and February. Various correspondence was reviewed. Letter of solicitation from "Renewal by Anderson window replacement" was received. **Action** for Marion to respond that Chapman Place does not put in replacement windows; we replace with a new construction window. The Board nominated a variety of local causes to receive the \$ 254.10 collected from the redemption of cans and bottles in 2008. The winning choice was the City of Leominster Home Heating Oil Program. **Action** for Linda to send donation along with a letter to the Mayor. The Board was given a preview of the newly redesigned website.

The Maintenance Corner

By Gary Zimmerman



The February *Fall Brook Unplugged Event* was a huge success. Kids from all grade levels sang, danced, lip-synched and had a blast! Rehearsals and set up kept me hopping for several weeks, but it was a fun way to fill the hours during the winter months. I am now ready to "rock-n-roll" with all the spring projects here at Chapman Place.

We are excited to announce plans to have *J's Lawn Care* put mulch in the rear exclusive use areas this year. It's been awhile since this was done and we spent a good deal of time last year in preparation by clearing overgrown shrubs. If you use your own mulch, please be sure to buy only the Premium Hemlock so everything looks the same.

If you observe any swarming flying insects, please notify the office immediately.

Thanks to the folks who donated goodies, the Bake Sale was a *huge* success with more than \$ 60 raised for the **Summer Pool Party**. Shown is Kay Hathaway (Unit #43) winner of the cake raffle. Cake donated by Scott & Anita Hurd (Unit #181).



For more photos visit our website.

Check out the Community Bulletin Board at the Clubhouse and the Buy-Sell feature on the new CPC Website

Exercise Equipment For Sale:

Call Michelle at 978-502-0638

No longer needed: Call Judi at 978-798-1667:

Computer desk (light colored wood) asking \$ 20.00
ESA 17" monitor asking \$ 20.00

For Sale: Black Durablend Leather Sofa \$ 500 or best offer:

Call Susan at 978-534-3894

Vendors

Carpentry/General Repairs

Samsun Contracting 978-375-8069

Electrical

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

Flooring/Carpentry

Precision Custom Floors 978-537-5301

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

Heating/Air Conditioning

RiteTemp 774-696-0224

Air Duct Cleaning(Rotobrush)

Urraro Enterprises 978-537-7667

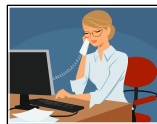
Security

Archer Security 978-537-9294

Law Office of Karli Fernandez-Fontaine



Attorney at Law
Family Law/Divorce
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From The Office

By Anne-Marie Barba

2009 Summary

	Jan.	Feb.	YTD
Income	\$ 52,989	\$ 53,997	\$ 106,986
Expense	\$ 39,956	\$ 32,981	\$ 72,937



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.

Please be sure you notify the office if there are **changes** to the census form such as a new car, phone number, email address.

Also be sure you have listed a **contact** in case we need to gain access while you are away. We are accepting keys.

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

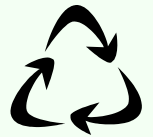
May 2009 Trash Pickup						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	H	26	27	28	29	30
31						

June 2009 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	24	25	26	27
28	29	30				
Trash must be out by 7:00 a.m.!						



Your clean recyclables should be put in the totes behind the white fence at the Clubhouse.

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 Update...we hope to have the Fiore totes on site by mid-summer. In the meantime, please continue to separate your clean items: plastic/glass/metal together; broken down cardboard/newspapers/paper together. This is explained in more detail on the new sign Gary posted above the totes. Please **DO NOT USE PLASTIC BAGS** when placing items in the totes. You may discard plastic bags for recycling at the Hannaford Supermarket.

Thank you for leaving the cans and bottles for redemption in the area designated. We donated \$ 254.10 from 2008 to the Home Heating Oil Fund through the Mayor's office. There is currently \$ 18.10 in the 2009 fund. Please do not mix in non-redeemable items....it makes it real hard to separate them on a busy Saturday at the redemption center!



First Friday Social
At the Clubhouse 6:30 p.m.



The Chapman Place Social Committee invites all adults to the

potluck dinners on the first Friday of each month. This is a great way to meet new people, get to know your neighbors and become a part of the community. Bring your own beverage of choice (we'll provide water, coffee, tea and punch), your favorite CD's, games, etc. 50/50 Raffle every month!

Hors d'oeuvres
May M-Z (last name)
June A-L
July M-Z

Dessert
A-L
M-Z
A-L

WATCH FOR INFO REGARDING SUMMER POOL PARTY
Contact Gail Smith 978-534-1524 for "wish list"



D'ambrosio Eye Care Yard Sale
Sunday, April 26th 7 a.m. -12:00 p.m.
(rain date: Sunday, May 3rd)
479 Old Union Turnpike, Lancaster, MA
All proceeds will be donated to the American Cancer Society's Relay for Life

City Wide Cleanup
Saturday, May 2nd, 8 a.m.
(rain date: May 9th)

Hazardous Waste Collection (Graham Street)
Saturday, June 27th 9 a.m.

Summer Stroll
Saturday, June 27th 2 p.m.
(rain date: 6/28)



President Marion and V-P Linda grooming future Trustees Aidan and Ryan!



A surprise visit from the Wysocki family