

CHAPEL HILL WEST CONDOMINIUM TRUST

MANAGEMENT OFFICE

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OWNERS ANNUAL MEETING and BOARD OF TRUSTEES ELECTION MAY 25, 2023

PRESENT: Andy Maddocks, John McCabe and Pat Murphy representing Chapel Hill West Board of Trustees

Also in attendance were Linda Ravitz and Randy Poitras from Briggs LLC

ABSENT: Dmitriy Groysman and Tara Ward

SUBJECT: Annual Owners Meeting and BOT Elections

The meeting was called to order by Andy Maddocks at 7:00 PM.

ANNUAL MEETING MINUTES

MOTION: Andy Maddocks made a motion to accept the Meeting Minutes of the May 24, 2022 meeting. Motion was seconded by Pat Murphy and Owners accepted.

MEETING AGENDA

The Meeting Agenda for this meeting was reviewed and read by Andy Maddocks.

FINANCIAL UPDATE

John McCabe began by asking if any of the Owners present had any questions on the Financial and Owners Update that was mailed to them. Conversations about cost of roof and where we stand followed. John McCabe announced we have one more payment for the roof which will be the final one. This will reduce our monies substantially. John stressed that going forward, we have to be cautious with our spending for a while.

ELECTION OF TRUSTEES

Election results as prepared by the facilitator, Lori Weiner, were announced by Andy Maddocks. We **did not** have a 51 percent beneficial interest of owners that voted. The breakdown of this election was as follows:

The total overall **actual** votes totaled 63 Votes out of 168 units in the building. These votes equaled **38%** of the beneficial interest.

	<u>Actual Votes</u>	<u>% of Beneficial Interest</u>
Dmitriy Groysman received:	56	33%
Andy Maddocks received:	50	29%
John McCabe received:	53	53%
Pat Murphy received:	20	12%
Elena Tsizer received:	40	24%

Because a beneficial interest of 51 percent the election was not valid, the four Board positions remain open and the process for filling Board positions in this situation was initiated. Again, the **total votes received** were less than the required 51% for a valid election.

According to the By-Laws of Chapel Hill West Condominium Trust, the trustees will now give notice of these vacancies and any Unit Owner who is interested may apply for the positions. The Trustees will then review the applications and the Trustees will make the final appointments and the Trustees will be appointed for designated terms.

REVIEW OF THE PAST YEAR

INTRODUCTIONS Last year an Owner requested that the Board introduce itself for the benefit of some new owners in attendance. The Board held roll call. The Board displayed name tags this year for all Trustees.

DISCUSSIONS AND OPEN ISSUES

Lively conversations ensued with miscellaneous questions and concerns. The following are items discussed.

1. Owners present stated they thought the notice distributed for parking lot sealcoating was not sent out giving residents enough notice time. Three (3) days was not enough notice especially for elderly residents. Two (2) weeks was a suggested time to be notified on all future notices understanding that may not always be able to happen.
2. Owner stated she wanted to be able to directly message the board better. Stated that the form she fills out never gets an answer. Andy stated he would look into the current process and make improvements.

Some people present stated they would like to see communications expanded with the use of direct emails to each of Trustees. Some would like to see Zoom meetings. The Trustees indicated they would look into it.

3. Another Unit Owner continued the discussion about needing more notice of meetings other than John's Owners' Update. Many feel a reminder should be posted on the bulletin board in lobbies. The Unit Owner stated that it would be very helpful if the CHW Board posted these announcements in the display case adjacent to the elevators. This item continued into a lengthy discussion of pros and cons of communication methods.
4. Multiple owners stated the need for better communications between Owners and Trustees. After a lengthy discussion, Andy Maddocks stated that COVID disrupted routines and suggested we start with adding Quarterly Meetings. Schedule and dates to be forthcoming over the summer.
5. Owners are concerned with the number of rental units in the building. It was stated that there are 55 units being rented at this time. Owners expressed concern that property values could decrease if rental population continues to grow. It was suggested that background checks be done on potential renters as well. It was also suggested we have an informational committee for Renters. Andy suggested that we confer with a Condominium Lawyer to see what we can legally do to in regard to mitigating concerns about non-owner-occupied (rental) units.
6. It was noted to attendees that all Renters and Owners before moving in go through an orientation along with the Realtor and sign that they have read all the rules and regulations pertaining to the building. Concern and questions were raised about the number of people legally occupying some rental units. This also might be contributing to the number of parking spaces available. Issue will have to be looked into.
7. Discussion ensued about Security and the Security Guard. Issues of security in the middle garage and hallways were discussed. Randy Poitras stated to owners that we are about to switch security companies and we should see an improvement on security.
8. Discussion on the parking of cars and stickers. Owners wanted to know why contractors are not parking at the back of the parking lot. Another concern raised was the need for people to move cars to long term parking if they are going to be away for a length of time. Randy said that he was having signs made to designate the location of these spots.

Stickers. It has been noticed that there are some cars parking in the lot that do not have stickers. Andy agreed and has asked Randy to have the security guard do an audit of all stickers on various days around 2AM. When completed, if necessary, warnings and fines will be imposed.

9. A Unit Owner asked if anything can be done about the food & pot odors in the hallways. Randy indicated that the building age and design makes cooking odor difficult to control without incurring a large capital expense.
10. A Unit Owner complained about no shopping carts being available. All Trustees stated that this is a never-ending problem. Andy stated that he is going to experiment with trackers on the carts and see what the results and procedures would be. Also suggested to send out another notice on the use of the shopping carts. An Owner suggested to fine people and all people need to police this in order for it to work.
11. An owner complimented on the upkeep of the building and stated that Chapel Hill West is probably one of the cleanest and neatest buildings in Massachusetts.

We all agreed it was due to the very hard work of Sergio. All proceeded to give Sergio a well-deserved round of applause!
12. An Owner read an email from another Unit Owner that could not be present. The Unit Owner stated the email was sent to the Board. The Board stated-they did not receive it nor had ever seen-it. Randy and Andy are going to look into it.
13. An owner asked how the Board intended to resolve issues discussed. Andy read a prioritize list with possible solutions that will be addressed during the summer.

The meeting was adjourned at 8:30pm

Respectfully submitted,

Patricia F. Murphy

Secretary
Chapel Hill West Board of Trustees