

CHAPEL HILL WEST CONDOMINIUM TRUST

MANAGEMENT OFFICE

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OWNERS ANNUAL MEETING and ELECTION MAY 22, 2025

PRESENT: Andy Maddocks, Elena Tsizer, Tara M. Ward, Pat Murphy and Dmitriy Groysman representing Chapel Hill West Board of Trustees

Also in attendance were Randy Poitras, Scott Mueller and Roger Cummings from Briggs LLC

SUBJECT: Annual Owners Meeting and BOT Elections

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

MEETING AGENDA

The Meeting Agenda with Financials attached for this meeting was handed out and reviewed.

SCOTT MUELLER'S RETIREMENT

Andy Maddocks introduced Roger Cummings to the audience. Roger formally announced Scott's retirement. Roger also explained the recruitment process for Scott's position. Looking to have someone on board shortly to work with Scott before his departure.

BUILDING MAINTENANCE UPDATES

Andy Maddocks explained some of the mandatory maintenance projects ahead of us like pipe replacement within the building. Also, a possible fire alarm panel replacement down the road. Hopefully, the latest panel repairs will hold for quite a while.

ANNOUNCEMENT OF 2025 ELECTION RESULTS

Election results as prepared by our facilitator, Lori Weiner, were announced by Andy Maddocks at our Annual Meeting on May 22, 2025. We **did not** have a valid election. Below is a breakdown of the election.

The total overall **actual** votes **totaled 51 votes** out of 168 units in the building. These votes **equaled 31% of the beneficial interest**.

	<u>Actual Votes</u>	<u>% of Beneficial Interest</u>
Elena Tsizer	33	20%
Scott Marston	18	11%
Pat Murphy	44	25%
Tara M. Ward	43	26%

As the election **was not valid**, the three Board positions still remain open. 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 are now giving 30-day notice of these vacancies and **any unit owner** who is interested may apply for a position. The Trustees will then review the applications of interest and the Trustees will vote the final appointments. The appointed Trustee(s) will be appointed for **only one (1) year** to fill out the remainder of the 2025-2026 year with the term expiring at the May 2026 Annual Meeting and Election.

FINANCIAL UPDATE

Dimitriy gave an update on our finances. We are good. However, with the current economic climate, things are not looking optimistic for us. Dimitriy stated we need to keep on top of our finances and not spend foolishly. Energy and other costs continue to rise creating budget uncertainty. Board maintains fiscally conservative spending and tries to avoid unnecessary projects.

Dmitriy also announced a 10% fee increase in all condo fees effective July 1st due to rising costs and required projects. Briggs will send out a notice/email to all unit owners informing all of this 10% fee increase. **This increase is effective July 1st.**

Again, this Fee increase will be effective on your July 1st condo fee.

DISCUSSIONS AND OPEN ISSUES

Lively conversations ensued with miscellaneous questions and concerns. The following were some of the items discussed.

Capital Projects Andy discussed the need to look at our mandatory maintenance projects along with any anticipate future capital projects. Andy stated we need to formulate a plan to address them.

Stickers Randy was asked to update us on stickers for cars in parking lot. He said the security guard does an audit of all stickers on various days around 2AM. Security reported 2 cars without stickers found last night. All vans currently have required stickers and have been instructed to park in long-term area.

Parking stickers must be placed on rear driver-side window for identification. Security company tracks cars without stickers and can identify owners for notification. Violations result in fines. Form letters are issued to violators. Fines are collected.

Guest parking requires visible parking pass available in the management office. They are bright yellow tags that you hang on mirror of guest vehicles.

Cameras cover most parking areas. Residents are encouraged to report violations with photos. Fines are issued for rule violations. Unpaid fines result in liens on property which block sale of unit until paid.

Renters required to sign off on reading building rules. Process adherence questioned.

Amendment to By-Laws Elena explained that this was only a survey that was sent out and was suggested by our Attorney. Our Attorney explained since it's a lot of work going forward for an amendment to change By-Laws, this would be the first step in trying to get everyone on board to change the Amendment to our By-Laws. CHW needs a total of 75% participation to get an amendment to limit rentals and any other items that might arise.

Our Attorney explained if we don't have 75%, we will not be able to move forward with the Amendment. We need most all unit owners on board to proceed.

Pool Legal and safety concerns were raised regarding an incident at the pool last year. Civil rights and disability laws were discussed regarding pool access and health/safety for all.

Volunteers Volunteer participation among Unit Owners is **absolutely needed** in our community. Andy stated that only 51 units participated in the election which is only a 31% participation rate.

A unit owner suggested forming a communications Committee. Committee could do phone calls to Unit Owners from the office especially when trying to explain why their vote is important to change the by-laws. Andy said to see Randy if interested in this committee and give him contact information.

General Comments Solar Panels were investigated by Nick Lyryst. At this time, Andy Maddocks explained with our current economic climate, things are not looking optimistic for us to pursue a lot major projects this year. Our pipe replacement within the building needs to come first. We will not be pursuing solar panels at this time.

The meeting was adjourned at 8:00pm

Respectfully submitted,

Patricia F. Murphy
Secretary Chapel Hill West Board of Trustees