

**Chelsea Place Townhome Owner's Association – CPTOA**

[www.chelseacircletownhomes.com](http://www.chelseacircletownhomes.com)

**Board Meeting Minutes**

**Date: September 11, 2023 Time: 3:10pm-5:25pm**

**Location: 0N680 Napolitan Residence**

**Board Members in Attendance:** Lisa Napolitan–President, Bill Riban–Vice President, Marc Heisler–Treasurer, Laurel Ingram–Secretary, Chuck Sahly – Member-at-Large

- **Owner's Forum:** There were no attendees.
- **Approval of Minutes:** Motion was made and seconded to approve the August 7 & 14, 2023 Board Meeting Minutes.
- **Treasurer's Report:**
  - ❑ The August Financial Report was reviewed and approved by the Board.
  - ❑ The Edward Jones Reserve Account balance on August 25 was \$246,662.
- **President's Report:**
  - ❑ A CPTOA townhall meeting was held at Lisa's home on August 28 to discuss re-roofing costs. There were 29 attendees representing 22 townhomes. Information on what has been learned since our June townhall was shared with neighbors, there was discussion on numerous issues, concerns about the costs of a special assessment were expressed and the board agreed to re-evaluate options, consider more appraisals, and have another townhall meeting in October.
  - ❑ It has been decided that gutter replacement for building 7 will be postponed until next year. AAA Painting will begin woodwork replacement and painting as soon as possible.
- **Unfinished Business:**
  - ❑ Two contract proposals for 2024 snow removal were discussed. Paying for snow removal "by the push" in the past years has been more cost efficient. A few questions were raised by board members and Lisa will talk with both companies before the board makes a decision.
  - ❑ Concrete replacement quotes were discussed for work to be done on 1) Replacing the red brick inlays with concrete in three locations, and 2) Replacement of a driveway and apron at 0N678. We are waiting for one more quote to be submitted before making a final decision.
- **New Business:**
  - ❑ A townhall meeting will be held at 7pm October 26, 2023 at the Winfield Library to further discuss the roofing issues.
  - ❑ The CPTOA annual meeting and elections are scheduled for Wednesday, December 6 at 7pm at the Winfield Library. Two board positions are up for election at that time.

**The meeting was adjourned at 5:25pm.**

**Next Meeting:** Wednesday, October 25, 2023.

Respectfully Submitted,  
Laurel Ingram, Secretary