

Chelsea Place Townhome Owners Association - CPTOA Board Meeting Minutes

www.chelseacircletownhomes.com

Date: March 23rd, 2026 Time: 6:00pm

Location: ON680

Attending Board Members: Lisa N: President, Lena Z: Secretary,
Barbara H: Treasurer, Mark J: Member at Large

- **Call to Order** - 6:05pm
- **Owner's Forum**
 - John F. in attendance
 - Clarified January and February Treasurer's Report
- **Approval of Minutes** - February 17, 2026 - **Approved**
- **Owner Requests for Service and Requests for Approval**
 - Mike, Davis Roofing, met with each owner below (No Charge):
 - Betsy, ON662, Building 8, Issue: noisy fan.
 - Davis, changed settings on fan. Hopefully resolved. No Fee.
 - Gloria, 27W238, Building 5, Issue: leak in closet
 - Davis, not a roof issue. Next ask Dennis, Spectrum to take a look and determine where the issue might originate. No Fee.
 - Davis Roofing to replace vent caps that were blown off by the high winds on March 12th on units ON696, 27W202 & 27W208.
- **President's Report**
 - Chicago Hardscape
 - Snow service on March 16th, **\$600**
 - Spring Cleanup will take place the week of April 13th
 - S.B.C
 - New Refuse & Recycling program – now to include Composting – Information to be posted on website.
 - Sticker Program to end starting 2027. Contact SBC by 10/01/26 to select cart size.
 - Davis Roofing to start rooves April 6th. Buildings 2,3,4. Owners to be informed.
- **Treasurer's Report**
 - General Reserve
 - Ed. Jones: \$264, 874
 - Special Assessment – Roofing Reserve: \$ 47,662
 - Barrington Bank: \$ \$78,005
- **Old Business**
 - Kramer Tree
 - Work completed on March 18 & 19 - **\$3,157.75**
 - Additional pear tree removal and stump grinding - **\$1,054**
- **New Business**
 - Barlett Tree Experts – Contract for Tree Treatments
 - 2026: **\$5,622** - Ash Boer treatment needed this year
 - 2025: **\$4,136** - fewer treatments last year
 - 2024: **\$4,398**
 - Contact Dennis, Spectrum Painting for painting Building 8 and to evaluate:
 - ON682 - condition and estimate to repair exterior soffit
 - ON698 - deterioration of garage bottom trim
 - Contact Chris via Davis Roofing for 2 gutter repairs in early spring
 - 27W216 - rain gutter repair

- 0N667 - garage gutter replacement
- Additional request for Chicago Hardscape
 - Grass seeding in needed areas – April
 - Treat crabgrass in early spring – in contract
- **Next Meeting Dates:**
 - May 11th, June 22nd
- **Meeting Adjourned: 7:20pm**

Respectfully Submitted,

Lisa N.

President

Lena Z.

Board Secretary