

**CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION**  
**Meeting Minutes**  
**October 28, 2009**

Present: Karen Burkinshaw, Lynn Donah, Steven Judd, Richard Lacasse, Norman Muller, and three unit owners.

Ms. Burkinshaw called the meeting to order at 6:31 p.m.

Comments from the floor:

- Three Board members made a quick trip to the basement of Unit 41 to view a proposed change to the structure.

Meeting Minutes:

- A motion was made and seconded to approve the minutes of the September 30 meeting. Vote: Passed.
- A motion was made and seconded to approve the minutes of the October 14 meeting. Vote: Passed.

Landscaping:

- Our landscaper informed us this week that the arborvitae, which looked to be dying, were going through a normal growth stage.
- On October 16, work began on the project behind Building 2 to send water runoff down to the bottom of the hill and alleviate the erosion problem. The project should take approximately one week depending on the weather. Lynn will call Chris Dygon to get a copy of the contract.
- Spring Valley needs to remove the weeds in front of Unit 74.

Buildings:

- Repairs have been completed on the Unit 13 deck.
- Gutters in front of Units 41 and 42 have been repitched.

Unit Owner Issues:

- A motion was made and seconded to approve a request by the owner of Unit 31 to replace a kitchen window. Vote: Passed.
- A motion was made and seconded to approve a request by the owner of Unit 72 to replace two bedroom windows. Vote: Passed.
- A motion was made and seconded to allow the owner of Unit 41 to move the common water pipe in her basement in order to modify the main beam and then to return the water pipe to its original position after beam work has been done. The unit owner would be responsible for all costs and damages due to this project and work would be done on a Monday, Tuesday, or Wednesday. Vote: Passed.

Finances:

- As of today, our checking account balance is \$15,441.22 and our savings account balance is \$75,790.31 for a grand total of \$91,283.53.

New Business:

- Copies of the current snow plowing contract will be emailed to Trustees for their comments and changes.
- Trustees examined the current budget in order to start the 2010 budget process.

There being no further business, the meeting adjourned at 8:45 p.m.

Our next open meeting will be on Tuesday, November 24, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller  
Vice President

Reminders:

1. Cold weather is here. Shut off outside faucets and take in garden hoses.
2. Clean or replace furnace filter.