

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

June 30, 2009

Present: Karen Burkinshaw, Lynn Donah, Richard Lacasse, Norman Muller and one unit owner.

Ms. Burkinshaw called the meeting to order at 6:40 p.m.

### Comments from the floor:

- Board was thanked for fixing the gutters on Building 1.

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the May 26 meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the June 16 meeting. Vote: Passed.

### Landscaping and Grounds:

- We need to have our landscaper walk the property so we can identify areas that need attention.
- We are in process of labeling all the zones in the new control boxes.
- We will sign and return Tom Smith's contract so work can begin.
- Mike Theroux will fix the hairline crack in the cement pad behind Unit 16.
- Dick and Norman will do the renumbering of parking spots in front of Building 1.
- Berm repairs are complete. John's Asphalt has been paid.
- Electrical work on the outside lights will begin next week.

### Buildings:

- The gutter in front of Units 41-42 needs to be repitched.
- The gutters behind Unit 3 and Unit 66 need attention.
- We will contact Mr. Gutter to get prices on replacing 3-inch downspouts with 4-inch ones.
- Unit 12 is missing a front shutter.
- A motion was made and seconded to hire Tom Stebbins to repaint the brick work on Building 8 at the price quoted. Vote: Passed.
- A motion was made and seconded to hire Tom Stebbins to fix the flashing and wood trim on Building 4. Vote: Passed.

### Financial:

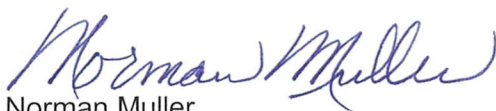
- As of today our checking account balance is \$7,946.25 and our savings account balance is \$87,917.16 for a grand total of \$95,863.42.

### New Business:

- The Board discussed the upcoming Annual Meeting.

There being no further business, the meeting adjourned at 7:45 p.m. Our next open meeting is the ANNUAL MEETING on Tuesday, July 28 at 6:30 p.m. All unit owners are invited to attend.

Respectfully submitted,



Norman Muller  
Vice President

### **REMINDERS:**

1. **Annual Meeting:** Tuesday, July 28, 2009
  - Refreshments at 6 p.m.
  - Meeting begins at 6:30 p.m.
  - If you can't attend, send in your proxy.
2. **2009 Profile** is due to the Association no later than August 1. (Late profile = \$25 fine)