

**CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION**  
**MINUTES OF THE ANNUAL MEETING**  
July 26, 2005

Present: Karen Burkinshaw, Norman Muller, Dee Desroches, Janet Reopel, Dick LaCasse, Bill Brunelle and 27 unit owners.

Refreshments were served from 6:00 p.m. until the meeting was called to order by Karen Burkinshaw at 6:35 p.m. She welcomed 4 new unit owners into the community and then introduced the members of the board.

Minutes: Ms. Burkinshaw made a motion to waive the reading of the minutes of the 2004 Annual Meeting, as they had been included in the pre-meeting mailing. The motion was seconded and the VOTE PASSED.

Review of our Financial position:

Karen Burkinshaw went over the financial report.

We are over budget on trash – we are supposed to be reimbursed by the city, but so far we have only been reimbursed for January.

We are not going to heat the meeting room in the coldest months of the year, so we won't rent the room or use it for our board meetings from December through March.

Notices were left in our doors concerning the hike in our water costs. The water conservation rates are going up by 25%. Chicopee won't give us meters, however there is a company that will – for a quarterly fee. Board posed the question to the group of whether or not we should pursue this. Group voted no.

Questions/comments from the floor:

*Q.* Why are we putting down mulch this late in the season? *A.* After first trim is the optimum time.

*Q.* Who bids on lawn care and maintenance, etc.? *A.* We send out bids on our maintenance and services, but not everyone responds.

*C.* Building 7 needs to be power washed. Bill will get Mark's to do the work.

*C.* The junipers on the property are all disease ridden.

*Q.* Can we install motion sensors to control the lights in the hallways of the garden style units?

*A.* We will look into the price and take the matter into consideration.

*Q.* Why were 2 buildings re-sided. *A.* They were both Tudor style buildings. On both buildings, the cross pieces were either completely rotted or well on their way. They had been repainted and many pieces replaced, but the problem reoccurred. The lower half of one building was chalking terribly, that the special anti-chalking cleanser couldn't clean. On the other building, the siding had buckled and faded beyond repair.

*C.* Concern about children on bicycles on the property, with people often backing up without looking and speeding through the property. Seems very dangerous. Perhaps we could post a sign at the entrance? *A.* We have posted speed limit signs now that really don't seem to do any good.

Improvements made in the last year:

The secretary, Dee Desroches read the list of projects/work accomplished since last year's annual meeting.

- Janet Reopel added to board replacing Beth Lemelin (Fall 2004)
- Building 5 project is complete (Winter 2004)
- 5 Norway Maple trees in the back of building 1 were taken down by Tim's (Spring 2005)
- Structural pruning and trimming / Northern Tree Service was completed (Spring 2005)
- All 6 foot sections of the fence were replaced (Fall 2004)
- Three sliders were replaced
- The parking lot was swept (In April)
- Buildings 8 and 11 were power washed, and the shutters were replaced (Fall 2004)
- Updated Reserve Study / 1st Draft Complete (June 2005)
- Purchased 1 CD worth \$5,000 (Spring 2005)
- Had \$500 worth of deck repairs made (Summer 2004)
- Had the bases of 18 lampposts in the common areas edged with border and mulch/stone (2004 & 2005)
- Recycling began (April 2005)
- Parking space numbers were painted by Dick LaCasse (Summer 2004)
- Mark's Power Washing power-washed some of the sidewalks (Fall 2004)
- Lecoyer Paving repaired the potholes in front of Building 11 (Fall 2004)
- Landscape design for entrance and building 3 / Tom Smith was done (Summer 2005)
- We changed agencies for the condo master insurance, leaving Jubinville and going with Keyes, Mattson & Agan Insurance at a substantial saving. (Winter 2005)
- Mulching was done on the property
- Dead tree behind Unit 9 was taken down
- The gutters on Building 3 were repaired

Recycling / Trash Status: Dick LaCasse

Please be aware of the dumpster restrictions. A list of items that **cannot** be put into the dumpster has been posted in the meeting minutes on several occasions. As of yet, we've not been charged for any "illegal" items in our dumpster, however theoretically it could happen.

The Chicopee dump is easy to get to, and it creates revenue for the city. **Large or restricted items must be brought to the dump.**

Be sure to flatten boxes and cartons before you put into the paper receptacle.

The trash area appearance will improve once BFI takes their receptacles away, and we are recycling to the point where we will only need one 10 yard dumpster, which can then be put behind the fence enclosure.

Reminders:

Norman Muller gave a list of reminders:

**Always send coupons** with your condo fee payment

**Send in completed profiles by the deadline** – with your condo fee payment.

- We need a telephone number – even if unlisted
- We need to know your mortgage lender
- Some of the information we need to know so we are properly insured

Next year we will put in a space for emergency contact information.

**Screen/storm doors** must match others on property when being replaced – the standard is a door called Classic, it is a Harvey Door. The storm doors were not part of the units originally. The board decided on the official model.

**Deck stain color** must be Cedar, use whatever brand you prefer. The board has had the decks power washed and stained twice in the last 16 years at a cost of approximately \$10,000. According to our reserve study, staining does not preserve the wood.

**All Original Smoke Detectors** on the property expire this year. The new ones are \$28 apiece. We're hoping to bring that cost down by buying in bulk.

**Dogs** must ALWAYS be on a leash and owners must pick up after their pets. Please report any offenders in a note sent with your condo fee payment.

**For any problems in your unit** or anything that you want to report to the board - please send a note with your condo fee payment.

Things that the board **must** be notified of:

- Cracks in the foundation
- Leaks
- Mold

One open board position needs to be filled as Dick LaCasse's term (who was finishing out Frank Wotton's term) expires 7/26/05. Dick agreed to run for a 3-year term. Nominations were requested from the floor, and as there were none, the secretary cast one vote and Dick was elected.

Copies of the by-laws are available for \$15.

Karen thanked everyone who attended. Thanks also to those who help around the property – putting in flowers / plantings, and for picking up around the dumpsters. There was a short discussion around getting rid of the "islands", or at least planting flowers on them to improve their appearance.

Karen also thanked the other members of the board for their work throughout the year.

There being no further business, the meeting was adjourned at 8:06 p.m.

Respectfully submitted,



Dee Desroches  
Secretary