

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Annual Meeting Minutes
July 28, 2015

Present: Karen Burkinshaw, Richard Lacasse, Linda McClay, Norman Muller and 16 unit owners. Ten unit owners could not attend and sent in a proxy. We did not hear from the remaining 56 unit owners.

Ms. Burkinshaw called the Annual Meeting to order at 6:30 p.m.

Introductions: Ms. Burkinshaw introduced the Trustees and welcomed two new owners to the Association: Sean Sears of Unit 11 and Lisa Kelliher of Unit 59.

Meeting Minutes:

- A motion was made and seconded to waive the reading of the 2014 Annual Meeting Minutes. Vote: Passed.
- A motion was made and seconded to accept the minutes of the 2014 Annual Meeting. Vote: Passed.

Financial Report:

- Ms. Burkinshaw referred to large copies of the 2014 ending Budget and the 2015 Year-to-Date Budget which were posted in the Meeting Room. We ended 2014 with a modest gain of approximately \$1,000. Our 2015 budget is on track in all areas except snow removal.
- For 2015, we budgeted \$15,000 for snow removal. Snow removal expenses, to date, are \$23,930. A lively discussion ensued as to how to cover this shortfall. Several suggestions were made and/or asked about. Given the choice between an assessment or re-allocating funds from other operating budget items, the majority of owners felt the only way to do this would be an assessment.
- Another topic for discussion was the increasing cost of water. One owner suggested it was not fair that everyone pays the same since there are varying numbers of people living in each unit and some people are careful with water usage while others are not. Karen explained that we have been looking at this issue for years and the city of Chicopee will not install individual water meters for each unit and even if we were willing to pay for the meters and installation the city would not read them or send individual bills. By law, all expenses are allocated according to square footage of each unit. As a point of interest, we could force owners to install low-flow toilets but that would be very problematic.

Improvements to the Property in the Past Year:

- Major Projects: Our new mailbox structure was placed into service last August. Building 1 was re-sided and rain handlers were installed on the back of the building. Building 4 decks were retrofitted to bring them up to current building code standards. The roof over Units 59-60 was replaced. New steps and paver aprons were installed at Units 11-12 and 13-14. The Unit 9-10 apron was replaced with pavers. Shutters were replaced on four units of Building 5. We are currently looking at replacing sections of sidewalks. We are getting quotes for a new entrance sign. We are planning new landscaping in front of Building 2.
- Maintenance Projects: Building 1 front and rear common doors were repainted. Building 6 was power washed including front steps. Building 11 cellar lighting was improved. Foundations were patched at Units 19-20, 35-36, and 39-40. The grass behind Buildings 6 and 7 was reseeded. Plantings were added to the slope behind Building 2. Building 8, 9, and 10 sewer lines were inspected, the Building 8 line was hydro-cleaned, and a section of the Building 10 sewer line that was destroyed by tree roots was replaced. Trees and lamp posts at Building 11 were edged and circled with stone. A large indentation in the grass near the large dumpster area was fixed and the light over the area was replaced. We continued to cut back the bamboo and sumacs growing behind Buildings 3, 4, and 5.

Concerning Issues at Clearview Heights:

- Many people leave personal property on common areas, i.e., bicycles and toys on walks and grass areas.
- Some people use their decks and patios as storage areas.
- Some people fail to follow Association requests: moving cars during snow removal and lot sweeping and not preparing deck areas for pest control spraying.
- People who treat the Association as a personal concierge service. Settle small issues with your neighbors without involving the Association.

- People who treat Trustees as inferiors. Trustees are not paid for their services and Trustees pay their condo fee like everyone else.

Building 2 Slope Issue:

- The area was inspected this spring and the plantings have taken hold and all is well. We will continue to monitor the issue on a regular basis.

Reminders:

- Do not leave personal property on common areas.
- Make every effort to follow Association requests: move vehicles for snow removal or lot sweeping, move personal property for pest spraying.
- Trustees are not paid but we do pay our condo fees like everyone else.
- Get to know your neighbors and deal directly with them when small issues arise.
- During snow storms, check your email for snow removal updates.
- Give the Association your current email address. Email is preferable for communicating and the Association saves on postage costs.
- Read the materials, newsletters, notices, etc., we send you.
- Contractors on the property do not work for individual owners, they work for the Association.
- Contact the Association by emailing us, calling our answering service, writing to us, and attending open meetings.
- Adhere to the 10 mile-per-hour speed limit when driving on the property.

Sense of Community:

- Thank you to everyone who helps out on the property. Laurine Ferrarini is doing a wonderful job cleaning and rejuvenating plant beds on the property. Thank you to everyone who plant flowers in front of their units. Thanks to everyone who does anything to make Clearview Heights a cleaner, more attractive, desirable place to live.
- Remember, Trustees are owners, too. Treat everyone respectfully and please don't swear at Trustees.

Trustee Elections:

- The terms of Linda McClay and Brian Gauthier are up this year and both have chosen not to run again. We thank them for their service to the Association. Laurine Ferrarini and Luann Canedy have agreed to run for office. Since there were no other candidates, Luann and Laurine are hereby elected to office. Since Laurine will not be able to start her term until September 30, Linda has agreed to stay on the Board of Trustees until then.

Questions and Answers:

Q.: We have moles in the grass around Building 7.

A.: We will look into this problem.

Q.: The lattice work on my deck (Unit 51) is in bad condition.

A.: All the lattice work is in bad shape and will be replaced in the next year or two. In the meantime, we may be able to make a few temporary repairs.

Q.: How far does my grill need to be from the building when it is in use?

A.: Our insurance carrier would prefer that grills not be used on decks at all but if you do use your grill please move it away from the siding and the Trex rails to avoid damage to these areas. Never leave a grill unattended.

There being no further business, a motion was made and seconded to adjourn the Annual Meeting at 7:55 p.m.
Vote: Passed.

Respectfully submitted,


Norman Muller
Vice President