

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION  
Annual Meeting Minutes  
July 30, 2019

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, Al White, and 23 unit owners. Seventeen owners could not attend and sent in an absentee ballot. We did not hear from the other 40 owners.

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

Welcome and Introductions: Karen introduced the Trustees and welcomed the five new owners who joined our community this year: Bethany Schnopp, Inna and Michael Kazalis, Claire Hudson, Jisselle Assad, and Gioia Woods.

Meeting Minutes:

- A motion was made and seconded to waive the reading of the July 31, 2018 Annual Meeting minutes. Vote: Passed.
- A motion was made and seconded to accept the minutes of the July 31, 2018 Annual Meeting. Vote: Passed.

Finances:

Large copies of our final 2018 Financial Report and our 2019 Financial Report through June 30, 2019 were posted on the wall and Karen went over them with the group. She also went over the condition of our reserves which were also posted on the wall. We ended 2018 in the black and, so far this year, we are on track.

Accomplishments: Karen reviewed a long list of projects accomplished in the past year: We replaced gutters/downspouts on Building 4 and Building 10; replaced the roof on Building 3; replaced the front common hall windows in Building 4; filled sinkholes behind Building 5; replaced the Unit 9-10 front steps; trimmed trees around the property; replaced the Building 4 front door lights with light sensing lights; replaced all front-door kick-plates; cleaned and waxed the Meeting Room floor; ran downspout extensions under the sidewalk in front of Building 5; repaired trip hazards at the large dumpster area; repaired foundation leaks in Building 5; inspected and repaired all asphalt crack on the property; power washed the exterior of all buildings and front steps; located and mapped all irrigation system control boxes on the property; converted our ice treatment procedures from sand/salt to ice melt/sand; replaced backup batteries in all common area smoke alarms; replaced deck stair stringers at 14 units; cleaned gutters/downspouts last fall and again this spring; convinced Charter Cable to replace cable boxes on Buildings 3 and 7; replaced the roof ridge vent on Building 6; temporarily repaired the catch basin in front of Unit 75 last winter and completely rebuilt it this spring; power washed all decks and patio pads; made repairs to the irrigation system; and made considerable improvements to our landscaping this spring.

Current Plans and Projects:

- All work on our landscaping and plant beds is complete so owners are now free to add annual plantings and lawn decorations to the mulch beds in front of their units.
- Replacement of Building 1 roof.
- Installation of new deck skirting around some of our decks.
- Plans to refurbish landscaping behind some of our buildings next spring.

Sense of Community:

Our sincere thanks go to the following people who helped out over the past year:

- Carolyn Sowa, Don Dominique, and Denis Chabot for working on the Landscaping Committee.
- Don Dominique for keeping our three weeping fig trees trimmed.
- Carolyn Sowa for undertaking the painting of our light posts.
- Laurine Ferrarini for putting together the potted flowers at the mailbox area.
- Al White for watering the potted flowers.
- All the many individual residents who read all the material we provide and follow the rules.
- Everyone who sees problems that need to be addressed and brings them to our attention.
- All Board members for the tremendous amount of work we do on behalf of the Association.
- All the people who treat Trustees and their fellow residents with friendliness and civility.

#### Election of New Trustees:

- The terms of Karen Burkinshaw and Norman Muller were up as of this Annual Meeting and both agreed to run again. No one else ran for office and there were no nominations from the floor so Karen and Norman are hereby elected for another three year term ending in July, 2022.

#### Questions from the Floor:

- Q.: Some people still do not break down their boxes before depositing in the recycling dumpster. What can be done about this?
- A.: If you see someone doing this, please remind them or report the specific details to the Board and we will send out a letter.
- Q.: We have raccoons that regularly raid our large dumpster. What is our liability in this situation?
- A.: We will look into ways to correct this issue. Lynn Barsalou offered to call Animal Control to see if they can be of help in this matter.
- Q.: Speeding on the property is a continuing problem.
- A.: We agree that drivers need to slow down and we publish reminders on a regular basis. We cannot do anything unless we receive specific information such as the name of the driver, plate number of vehicle, date and time of infraction, etc.
- Q.: Clothes dryer venting in the garden units is a problem. Vent length is long and difficult to access. Can dryers be vented through the roof of the building?
- A.: All work was done to code when the buildings were built. We have no plans to make changes at this time. If an individual wants to change their venting, they would need to submit a plan and the Board would consider it.

There being no further business, the Annual Meeting adjourned at 7:15 p.m.

Respectfully submitted,



Norman Muller  
Vice President