

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

January 22, 2019

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, Al White, and six unit owners.

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

### Comments from the Floor:

A lengthy discussion ensued concerning the clean-up of the January 20 snow storm. There was general agreement on the following points:

1. No one is to be subjected to verbal abuse or use of foul language by the clean-up crew for any reason. There should be no need for extensive communication between the workers and residents.
2. When the plow operator starts to clear the front of a building, he should continue until the building is completely done. Going back and forth between buildings causes too much confusion and displaces too many vehicles at one time.
3. If all vehicles are not moved from a building when it is time for that building to be cleared, the operator will move on to another building and completely finish it before coming back to the original building. The operator is not expected to stop and wait for tardy residents. People need to return their vehicles to their numbered spaces as soon as their building is done so others can use the vacated spaces while their building is being worked on.
4. People should not drive around the area where the plow and bobcat are working. These vehicles need to go forward and back freely.
5. This storm was difficult because it was of long duration with mixed precipitation and it was on a weekend when most vehicles were on the property.
6. People in each building need to help each other and work together to make things run smoothly.

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the January 8 meeting. Vote: Passed.

### Finances:

- As of today, we have \$10,635.71 in checking and \$189,688.88 in savings for a grand total of \$200,324.59.
- As of today, we have arrearages of \$944 involving 4 owners.
- All 2018 condo fees were paid in full.
- Our master insurance policy renews on January 31. We had a meeting with our insurance agent, who received quotes from several companies. The best quote was from GNY. A motion was made and seconded to accept the master policy proposal from GNY at a total cost of \$25,619. Vote: Passed.
- Richard will make arrangements to have our taxes and audit done by the same person who did it last year.

### Landscaping:

- We are looking for names of possible landscaping companies to consider for landscaping services for the coming year.

Grounds/Property:

- The catch basin in front of the island across from Unit 16 has been temporarily repaired. In the spring, permanent repairs will be made.
- The Unit 9-10 steps are still on order.
- We intend to replace the main dumpster pad this spring.

Snow Removal:

- The cost of snow clean-up for the January 20 storm was \$3,300.
- A motion was made and seconded to hire Nawrocki Construction to remove the snow mountains from the property. Vote: Passed.

Buildings:

- We are still getting quotes to add railings to the front of Buildings 2, 6, and 10.
- We will get quotes to add lattice work under the Building 11 decks.
- We will get quotes to replace front door kick-plates on the property.
- Completion of the Meeting room refurbishment project will happen when warmer weather arrives. It is too costly to heat the Meeting Room for long periods at this time.

Unit Issues:

- We need to follow up on at least two cable company issues.
- Welcome meetings were held recently for three new owners.
- Trustees received communications from two unit owners and these were discussed.

On-Going/Other:

- Trustees discussed and developed a plan to go forward with reviewing and updating our Rules and Regulations.

New Business:

- We are in process of setting up a meeting in February with our insurance agent. All residents will be invited to attend and ask questions regarding their insurance issues.
- Future meetings: February 12, February 26, March 12.

There being no further business, the meeting adjourned at 8:15 p.m.

Our next meeting will be on Tuesday, February 12 at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,

  
Norman Muller  
Vice President

**Reminders:**

1. Is your can of sand/ice melt near your front door for those icy mornings?
2. After each snow storm, do you look at your heating vent pipes to be sure they are not covered with snow/ice?
3. Have you checked your smoke alarms lately?
4. Have you read our snow removal procedure lately? Do you know when to move your vehicle?
5. Are you picking up after your pet? People have reported several piles of dog waste on the property.