

**CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION**  
**Meeting Minutes**  
**January 29, 2013**

Present: Karen Burkinshaw, Brian Gauthier, Richard Lacasse, Linda McClay, and Norman Muller. There were no other unit owners present.

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

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the November 27 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the January 8 closed meeting. Vote: Passed.

Slope Remediation Update:

- Trustees discussed, at length, the contents of the Tighe & Bond Report concerning the erosion problem behind Building 2. We are looking at the recommendations given in the report along with the related costs. Additional research is necessary before we can decide on an action plan.

Finances:

- As of today, we have arrearages amounting to \$1,922 involving 9 owners.
- As of today, we have \$13,678.49 in checking and \$142,583.23 in savings for a grand total of \$156,261.72.
- On January 28, we signed a new master insurance policy with Greater New York Insurance. The policy runs from February 1, 2013 to January 31, 2014. The \$18,771 cost of the policy represents an increase of four percent over last year's premium.

Snow Removal:

- Everyone seems to be satisfied with snow removal thus far. Please keep your snow removal procedure handy and refer to it when we have snow storms.

Grounds, Property, Buildings:

- Many of the gutters are becoming detached from the buildings and we have begun replacing the gutter nails with gutter screws. Building 8 has been completed and Building 1 is in process. Since the work is weather dependent, it will be a fairly long process.
- A new law went into effect in September 2012 prohibiting use of wood mulch within 18 inches of frame buildings from that date forward. Mulch that is already in place is grandfathered. We are currently investigating the implications of this law with regard to our landscaping.
- The Building 8 siding project is now complete.
- Work continues on Meeting room refurbishment. We experienced frozen pipes during last week's cold weather and we will be relocating pipes to prevent this from happening in the future. We will be replacing the water heater very shortly. The old water heater failed after 24 years.

Lawn Care:

- We are currently updating our lawn care specifications document and we will be requesting proposals from lawn care companies in the near future.

Old Business:

- A motion was made and seconded to adopt a new Damage to Common Elements Due to Vehicle Fluid Leakage Policy. Vote: Passed.
- Trustees discussed the current rules and regulations. We will soon begin to update our rules and regulations to reflect changes that have occurred over the past 24 years.

There being no further business, the meeting adjourned at 8:45 p.m.

Our next open meeting will be on Tuesday, February 26 at 6:30 p.m. and will be held in the lower-level conference room of the Chicopee Public Library on Front Street in Chicopee. All owners are invited to attend.

Respectfully submitted,



Norman Muller  
Vice President

Reminder:

Keep a can of sand near your front door ready to spread on your steps and walks on those icy winter mornings.

## CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

The Board of Trustees of Clearview Heights Condominium Association (the "Association") has adopted the following policy, pursuant to the powers granted to the Board of Trustees under Article II, Section 3, of the Declaration of Trust and By-laws of the Association, relating to the destruction of common property due to oil leaks or other surface staining fluid spills. This policy was adopted by the unanimous consent of the Board of Trustees at the open Board Meeting held on January 29, 2013.

Unit Owners are responsible for ensuring that any vehicle owned and/or operated by them or any vehicle under their control or under the control of their lessees and/or occupants of condominium units shall not be operated or parked on the condominium property which causes damage to common elements including, but not limited to, assigned unit parking spaces and visitor parking spaces as a result of vehicles leaking oil or other fluids. No vehicles leaking any type of fluid shall be parked on any common element. The Trustees shall have the authority to remove any vehicle which is leaking oil or other fluids no sooner than 10 days following the date the Unit owner is given written notice by the Trustees of such problem. The costs of such removal shall be at the Unit Owner's expense. It is the responsibility of the Unit Owner (1) to have oil leaks or other surface staining fluids spills on parking areas or roadways cleaned immediately; and (2) make every effort to correct the mechanical problem of any vehicle which is leaking fluid. Failure to comply with the foregoing shall subject the unit owner to fines as set forth below:

\$ 25.00 for each violation within a 24 hour period. Note: If a car which is leaking fluids is parked in 2 or more separate spaces and causes damage, the owner will be fined for each damaged space.