

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
October 28, 2014

Present: Karen Burkinshaw, Brian Gauthier, Richard Lacasse, Linda McClay, Norman Muller, and four unit owners.

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

Comments from the Floor:

C.: The grass behind Buildings 6 and 7 is really coming in and the area looks good.

C.: The new mailbox area looks great.

C.: When picking up their mail, some people still park their vehicles sideways, taking up the entire area. If people pulled into the spots, there would be room for more than one vehicle at a time.

A.: If a car is parked across the entire area, you could block them in with your car while picking up your mail. The offender might get the message.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the September 30 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the October 15 closed meeting. Vote: Passed.

Notes from October 15 Closed Meeting:

- A motion was made and seconded to have Energy Savers of America, Inc., replace the roof over Units 59-60 at the cost of \$7,372 per their estimate. Vote: Passed. We have had an ongoing problem with a leak in that area and have been unable to pinpoint the exact location and the cause of the leak.

Finances:

- As of today, we have \$2,063.29 in checking and \$146,570.68 in savings for a grand total of \$148,633.97. We will need to transfer some money from savings to checking to cover current expenses.
- Arrearages total \$3,394 involving nine owners.
- Four owners still have not completely paid their assessment.

Lawn Care:

- Grass seems to be growing well behind Buildings 6 and 7. Our landscaper has recommended we apply additional fertilizer to that area. We will check this out with Ed Severance before we decide on a course of action.
- We have not yet sent out bids for lawn care for 2015.
- The irrigation system is currently off and will be blown out and winterized during the first week of November.

Mailbox Area:

- A glass-enclosed bulletin board has been ordered and will be installed as soon as we receive it.

Buildings:

- An owner in Building 2 reported a problem with the frame over her door. We will add this to Tom's list of things to do.
- Leaves continue to fall but it is still too soon to clean gutters and downspouts.
- All light sensors on the property have been changed. Some of the sensors need to be relocated and we will have Mr. Bingle take care of this.
- As a result of changes mandated by the Chicopee Building Inspector after we accepted a quote on the Unit 27-28 deck project, a motion was made and seconded to reimburse Tom Stebbins for the additional materials required. Vote: Passed. The additional materials cost slightly over \$200.
- A motion was made and seconded to hire Tom Stebbins to secure the other three lower decks on Building 4 at a cost of \$1,000 per stack of decks (\$3,000 total). Vote: Passed. After seeing how the Unit 27-28 decks were originally attached to the building, we felt this was an immediate safety hazard. Additional work to the other three sets of decks will be done next year.
- Roof replacement work at Units 59-60 was completed today.

Unit Issues:

- The heirs of Unit 85 are attempting to file a claim against our Master Insurance Policy for the costs incurred to clean it. We are working with our insurance agent on this issue.

Grounds:

- We still need to remove the two dead trees on the property as well as have the sumacs behind Buildings 4 and 5 cut down.
- Our 2014-2015 snow removal contract has been executed. We will be paying the same rates as last year.

New Business:

- Trustees started to look at the 2015 Budget. We will finalize the budget by the end of November. The property is over 25 years old and maintenance costs are increasing every year.
- Trustees discussed topics for our upcoming newsletter.

There being no further business, the meeting adjourned at 8:10 p.m. Our next open meeting will be on Tuesday, November 25, at 6:30 p.m. in the Meeting Room. All residents are invited to attend.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. October is Fire Prevention Month:
 - a. Check smoke alarms to be sure they are working properly. Replace backup battery.
 - b. Check furnace. Change filter. Remove flammables from furnace area.
 - c. Check dryer vent and clean if necessary.
2. If you have an outside water spigot, turn it off for the winter.