

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
October 30, 2018

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

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

Comments from the Floor: None

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the October 16 meeting. Vote: Passed.

Finances:

- As of today, we have \$23,280.78 in checking and \$161,200.22 in savings for a grand total of \$184,481.00.
- As of today, we have arrearages of \$1,419 involving 8 owners.

Landscaping:

- In the next few days, fertilizer will be applied to the grass. Grass areas will also be aerated and over seeded.
- Today, the irrigation system was shut down for the winter.
- The holes around Building 11 were filled and reseeded.
- We have not been billed for weeding around Building 9.

Grounds/Property:

- The trip hazard at the large dumpster area still has not been fixed.
- We are still waiting for the replacement steps at Units 9-10.
- Trimming of tree branches will happen next week.
- We still need to remove the speed bump for the winter.

Snow Removal:

- We received an updated quote from Mass Tree for snow removal. Their prices increased slightly but this is the first increase in four years.
- A motion was made and seconded to hire Mass Tree to do our snow removal for the 2018-2019 snow season. Vote: Passed. We will execute the contract as soon as possible.

Buildings:

- All buildings have been power washed.
- Building 5 foundation cracks have been repaired, however, we experienced a problem at Unit 36 and we are working with Pro Tech Waterproofing to correct it.
- Building 3 roof project is done.
- The Meeting Room floor is currently being thoroughly cleaned and sealed. Trim painting, as well as a few other minor items, needs to be completed.

Unit Issues:

- We need to schedule a meeting for new owners.
- Some unit owners have a lot of personal property stored around their decks as well as on their patio pads. It was not possible to power wash some areas of some buildings where a lot of

stuff remained on the deck and/or the patio pad. These areas are not meant to serve as storage. We will address this issue in the spring.

- We still need to replace the dead sod in front of Unit 72.
- The Unit 78 and 82 steps have been repaired.

New Business:

- Trustees began work on the 2019 Budget by looking carefully at this year's budget versus actual expenditures to determine where we needed to make changes. We will continue work on the budget at our next meeting so we can finalize it by the end of November.
- If anyone has any suggestions about projects we should consider for next year, they should put suggestions in writing and place them in the Condo mailbox. Please keep in mind that most projects would impact monthly condo fees.
- Future meetings: November 13 and November 27.

There being no further business, the meeting adjourned at 9 p.m.

Our next meeting will be on Tuesday, November 13, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. Check smoke alarms to be sure they are working properly.
2. If you have an outdoor faucet in front of or behind your unit, please shut off the water to the faucet to avoid a frozen pipe mess.
3. Winter is approaching. How do you plan to deal with moving your vehicle during snow plowing? If you can't move the car yourself, enlist the help of a neighbor or make arrangements to have your vehicle moved off the property.