

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
October 5, 2021

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, and three 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 September 21 meeting. Vote: Passed.

Finances:

- As of today, we have \$17,424.32 in checking and \$137,431.00 in reserves for a grand total of \$154,855.32.
- It is too early in the month to report on arrearages.

Snow Removal:

- Trustees briefly discussed our snow removal contract. Once we have had a chance to review it, we will move forward with it.

Insurance:

- We have been notified that our insurance agent, Berkshire Group, has now become a division of Brown and Brown Insurance. They do not anticipate any changes in their operations.
- We discussed increasing the deductible on our master insurance policy with our insurance agent and determined that this is not feasible at this time.
- We are in process of changing the renewal date of our master insurance policy from January 31 to January 1 of each year to coincide with our budget year. This will simplify our budget process.

Legal:

- During the title search prior to the closing of one of our units, someone discovered an error in an Order of Conditions issued by the Chicopee Conservation Commission in 1990. We are in process of resolving this issue.

Landscaping:

- Grass seed has been applied to the areas where trees were removed in front of Buildings 6 and 7.
- All grass areas were recently fertilized and lime was applied.
- A motion was made and seconded to have Setter reseed the back of Buildings 6 and 7 and the driveway side of Buildings 1 and 7 at a cost of \$800. Vote: Passed.
- A motion was made and seconded to have Setter top off the arborvitaes behind Buildings 6 and 7 for a cost not to exceed \$1,000. Vote: Passed.
- Trustees planted five mum plants on the island in front of Unit 69 for a cost of \$35.
- The irrigation system has been turned off and we will make arrangements to have it winterized.
- The knotweed and other vegetation behind Buildings 4 and 5 have been treated.

Grounds/Property:

- Ed Severence recently inspected the slope behind Building 2 and recommended some repairs. On September 23, an email motion was made and seconded to have this work done at a cost of \$4,312. Vote: Passed.
- We cancelled a third pest control application that was scheduled for late October as we didn't receive any complaints or see any problems.
- Mike Theroux is scheduled to repair the catch basin in front of Unit 75, caulk between front steps and buildings where needed, seal the concrete patch in front of Unit 46, and inspect Building 2 patio pads later this month.
- We are still waiting for Fairview Fence to repair the fence behind Building 7.
- Asphalt crack patching and parking spot asphalt repairs are scheduled for later this month.

Buildings:

- We are waiting for a quote from ProTech to do repairs on the Unit 3 cellar wall.

Unit Issues:

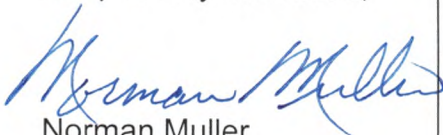
- Units 33 and 51 have new owners. Marion from Unit 51 joined us at this meeting and we were very happy to meet her and welcome her to the Clearview Heights community.
- Trustees discussed several unit issues.

New Business:

- Future meetings: October 19 and November 2.
- Trustees looked at our year-to-date budget in preparation for building next year's budget. With anticipated increases in utility rates and insurance coverage, increased building materials costs, etc., it is becoming clear that we will need to consider a larger-than-normal increase in next year's condo fees.

There being no further business, the meeting adjourned at 7:45 p.m. Our next meeting will be on Tuesday, October 19, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. This is National Fire Prevention week.
 - Are your smoke/CO alarms in good working order?
 - Is your furnace filter clean and ready for winter heating season?
 - Have you cleaned your clothes dryer hose and vent lately?
 - Is your furnace in good working order?
 - Does your furnace have room to breathe or is it surrounded by clutter?
2. Cold weather is coming.
 - Do you know where your can of ice melt is?
 - Do you have a scraper and snow brush in your vehicle?