

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

October 6, 2020

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, and owners of one unit. Al White was remotely present.

Ms. Burkinshaw called the meeting to order at 6:35 p.m.

### Comments from the Floor:

Q.: Will all the plantings be trimmed this fall?

A.: We will be discussing this further in the meeting.

Q.: The newly painted front doors of Building 4 look great.

A.: We agree.

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the September 22 meeting. Vote: Passed.

### Finances:

- As of today, we have \$18,322.03 in checking and \$163,458.75 in reserves for a grand total of \$181,780.78.
- It is too early in the month to report on arrearages.
- One of our certificates of deposit matured on September 30. We checked the current rates at seven banks and decided to return the money to our savings account. We will continue to monitor rates as our other CD's approach maturity.

### Snow Removal:

- We have no further information to report on berm repair. We are currently at a stand-still.
- Trustees reviewed our current snow removal contract and a few changes will be made to bring it up to our current practices.

### Landscaping:

- Slit seeding was done today on many grassy areas around the property. As we will be watering the grass twice a day for the near future, we will not allow any vehicles on the grass till further notice.
- We have contacted two more tree companies for quotes on necessary tree work.
- We have contacted two abutters of our property to inquire about their plans for trees that are near our property lines and neither is forthcoming with plans to remove overhanging branches.
- On September 30, an email motion was made and seconded to hire Mass Tree to finish the project behind Building 5 and remove the plant box behind Unit 40. Vote: Passed. We are still waiting on Mass Tree to complete this work.
- A motion was made and seconded to have Setter apply lime to the grass throughout the property. Vote: Passed.
- We will get a quote from Setter to prune our bushes and cut back roses, grasses, etc.
- We need to have a few repairs made to the irrigation system before it gets winterized next month.

### Grounds/Property:

- On October 5, two Trustees met with Mike Theroux to inspect all the catch basins on the property. He recommended some cement patching on 18 catch basins to extend their useful

life. A motion was made and seconded to hire Mike Theroux to repair the 18 catch basins at a cost not to exceed \$2,000. Vote: Passed.

- The outdoor post light in front of Unit 43 needs to be replaced. We will arrange for this to be done as soon as possible.
- We need to have the broken fence behind Building 1 repaired before winter.
- We have gotten an update from Chicopee Electric Light. They are starting to plan for the replacement of transformers on the property which will necessitate shutting off the power to some or all buildings for four-hour blocks of time. They have assured us that they will give us advance notice before this happens.

Buildings:

- Front doors of Building 4 have been painted.
- Signage on Buildings 1, 4, and 11 should be reinstalled later this week.
- Back-up batteries were replaced in the smoke alarms of all common areas earlier this week.

Unit Issues:

- Trustees discussed a few unit issues.
- Units 12 and 85 are in process of being sold.

New Business:

- Future Meetings: October 20, November 3, and November 17.

There being no further business, the meeting adjourned at 8:45 p.m. Our next meeting will be on Tuesday, October 20, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,

  
Norman Muller  
Vice President

**Reminders:**

1. Speed limit on the property is still 10 MPH. Some drivers need to slow down!!!
2. October is fire prevention month. Make sure smoke alarms are working properly. Keep a fire extinguisher in the kitchen. Move junk away from your furnace and give it room to breathe. Do not block halls and stairways with stuff in case you need to exit in a hurry.
3. Later this fall, we will be asking all residents to remove personal property (lights, statues, etc.) from the plant beds for the winter. Start thinking where you want to store this stuff. Discard unwanted potted plants in the regular trash dumpster—not the recycling dumpster or over the fence. Discard unwanted patio furniture, rugs, etc. by taking them to the Chicopee DPW on Baskin Road.
4. It is not too early to start locating your winter essentials—windshield ice scraper, ice-melt container, etc. Get ready for that first icy morning.
5. When making deposits to our dumpsters, please, if possible, throw stuff as far back as you can.