

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes November 13, 2018

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, Al White, and one unit owner.

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

Comments from the Floor:

Q.: Why do we have open meetings twice per month? Wouldn't one meeting be enough?

A.: We need to meet twice per month to stay on top of all the issues that come up. In the past, we held one open and one closed meeting each month and were accused of being secretive. In the interest of transparency, all meetings are open and everyone is welcome to attend.

Q.: If agendas and minutes were not posted, perhaps more owners would attend meetings.

A.: Again, we post agendas and notify people when minutes are added to our web site in the interest of transparency. If people choose not to participate, that is their choice.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the October 31 meeting. Vote: Passed.

Finances:

- As of today, we have \$28,686.61 in checking and \$165,066.09 in savings for a grand total of \$193,752.70.
- As of today, we have arrearages of \$2,610 involving 10 unit owners.

Landscaping:

- All lawn areas were aerated and over seeded. **Please do not rake grass areas** to allow the grass seed to germinate.
- Areas in the front corner of Unit 16, behind Building 1 and on the side of Building 11 have been loamed and seeded.

Grounds/Property:

- Gutters and downspouts will be cleaned later this week.
- Our speed bump will be removed later this week.
- Fall cleanup, including leaf pick-up is scheduled for the last week of November.
- We are still waiting for Gardner Construction to repair the trip hazard at the large dumpster area.
- The Unit 9-10 steps are due to be installed in the coming weeks.
- Most of the dead and overhanging branches on the property have been removed. A few overhanging branches remain behind Buildings 6 and 7 because tree people could not access them.

Snow Removal:

1. Our snow removal contract with Mass Tree has been executed.
2. Later this week, a sand/ice melt barrel will be placed at the mailbox area. Everyone should fill up a can of this mixture to keep by their front door to treat icy front steps.

Buildings:

- We are still dealing with a waste pipe issue at Unit 36.

- Cleaning of the Meeting Room floor should be complete very soon. All that remains is some trim painting. We will buy new floor mats for both entrances to the Meeting Room.

Unit Issues:

- We are planning a meeting for new owners during the last week of November.
- We received a complaint from a Building 5 owner about the crack repair that was done recently. We are looking into it.
- Unit 22 is currently for sale.
- The faulty outside faucet at Unit 41 has been removed and the problem fixed.

New Business:

- Trustees reviewed the fall newsletter and the updated snow removal procedure, which will be distributed to owners during the last week of November, along with a copy of the 2019 Budget.
- Trustees reviewed and finalized the 2019 Budget. A motion was made and seconded to accept a budget for 2019 that would raise \$246,270 which would increase condo fees to \$240 for the two-bedroom units and \$189 for the one-bedroom units. Vote: Passed.
- Future meeting: November 27. We do not usually hold meetings in December.

There being no further business, the meeting adjourned at 8:30 p.m.

Our next open meeting will be on Tuesday, November 27, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. The speed bump will be removed for the winter; the 10 MPH speed still remains in effect.
2. Look for the sand/ice melt barrel at the mailbox area and keep a can of this mixture at your front door for those icy mornings.
3. Snow is coming. If you are not able to move your vehicle for snow removal, now is the time to make arrangements with a neighbor to have them move your car.
4. It is also your responsibility to insure your furnace and water heater exhaust pipes are clear of snow during winter.
5. Do you have an operating smoke alarm on each level of your unit? Have you checked them lately?
6. If you have an outside faucet either in front of or behind your unit, please check and insure the water is turned off. A frozen pipe could cause a mess in your cellar.