

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes
November 27, 2018

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

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

Comments from the Floor:

Q.: When will leaves and gutters get cleaned?

A.: We expect gutters/downspouts and fall cleanup to be completed very soon. Rain and unexpected snow have delayed these jobs.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the November 13 meeting. Vote: Passed.

Finances:

- As of today, we have \$24,766.73 in checking and \$165,066.09 in savings for a grand total of \$189,832.82.
- As of today, we have \$1,408 in arrearages involving six owners.

Landscaping:

- Fall cleanup should be done soon.
- We are starting to consider our landscaping needs for next year.

Grounds/Property:

- We are still waiting for Gardner Construction to repair the trip hazard at the large dumpster area.
- The Unit 9-10 replacement steps should be installed in early December, weather permitting.
- The speed bump has been removed for the winter. It was broken during cleanup of the first snow storm.
- Gutter/downspout cleaning should be done soon.

Snow Removal:

- A sand/ice melt barrel is located at the mailbox area. Everyone should fill a can of this mixture and keep it at their door to take care of ice spots on very cold mornings. This mixture is OK for use on all walks and steps. If you have any of the old sand/salt mixture left from last year, empty your sand can in the orange bucket at the mailbox area.
- During cleanup of the November 16 snow storm, some residents did not move their vehicles in a timely manner and one vehicle did not move, causing adjacent parking spots to not be fully cleaned. Failure to cooperate during snow cleanup could result in fines or even vehicle towing.

Buildings:

- The Unit 36 waste pipe issue has been resolved with replacement of a section of the pipe.
- The Meeting Room floor has been cleaned. We still have a few minor jobs that need to be done.

Unit Issues:

- Unit 6 is still empty and we have not received any rental request from the owner.
- We still need to schedule a meeting for new unit owners.
- Unit 22 has a buyer. The closing is set for some time in December.

Other/On-Going:

- We are still completing an inventory of outside faucets. We expect to review our Rules and Regulations over the winter.

Old Business:

- A packet including Fall Newsletter, 2019 Budget, Snow Removal Procedure, and Fire Safety Tips will be distributed later this week. When you get it, please read it and keep it handy so you can refer to it when needed.

New Business:

- Future meetings: December 11, January 8, and January 22.

There being no further business, the meeting adjourned at 7:30 p.m. Our next meeting will be held on Tuesday, December 11, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Winter Reminders:

1. Keep a can of sand/ice melt at your door for those icy mornings.
2. Please read and follow snow removal procedures. If you cannot move your vehicle, find someone who can help with this.
3. Change furnace filter, make sure smoke alarms are working properly, and clear snow from furnace exhaust pipes.
4. Winter is upon us and walkways could be slippery. Be careful when walking, especially after dark.
5. Please keep your front door light on at night.
6. If you have an outdoor faucet, shut it off. If you do not know how, call the Association.