

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes  
December 3, 2019

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, and Al White. There were no other unit owners present.

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

## Comments from the Floor:

Q.: The snow removal crew did a very good job during the last two days.

A.: Yes, they did.

Q.: Once the snow in front of a building is cleared, people are not returning their vehicles to their own spaces in a timely manner. This prevents others from using those visitor spots when their building is being cleaned.

A.: We will send out a reminder about this.

## Meeting Minutes:

- A motion was made and seconded to accept the minutes of the November 19 meeting. Vote: Passed.

## Finances:

- As of today, we have \$21,155.25 in checking and \$175,318.16 in reserves for a grand total of \$196,473.41.
- It is too soon in the month to report on arrearages.

## Landscaping:

- We are not happy with the landscaper's fall cleanup. They failed to clean under the plantings at the front entrance and many of the plant beds were full of leaves. We emailed the landscaper and got no response.
- In the course of picking up leaves on the property, the landscaping crew damaged or redirected a number of downspout extensions and we will need to have these fixed as soon as the snow melts.

## Grounds/Property:

- The exposed areas around the buildings 4 and 7 cable boxes have been covered.

## Buildings:

- The Building 1 doorbell/intercom system will be relocated after the start of the new year.
- The Building 4 rear common hallway windows were replaced today. The windows did not have the full screens that were specified in our contract so the correct screens have been ordered.
- We are still waiting for a quote from Home Depot for replacement back doors for Building 4.

## Snow Removal:

- On December 2 and 3, we received over 19 inches of snow. Our snow crew did a very good job and we are now waiting for Nawrocki to come in and remove the snow mountains.
- We have not yet received a snow removal bill but our snow removal account was already in the red.

## Unit Issues:

- Units 21 and 71 are currently for sale.
- New owners will close on Units 38 and 61 soon.

Old Business:

- Packets containing the 2020 Budget, fall newsletter, and revised Rules and Regulations were delivered to each unit on November 29. Please read all this important information and keep it for future reference.

New Business:

- Future meeting: January 7, 2020.

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

Respectfully submitted,



Norman Muller  
Vice President

**Reminders:**

1. Now that snow season is here, keep your can of sand/ice melt near your front door for those slippery mornings.
2. Pick up after your pets. Snow does not hide pet droppings forever.
3. During snow cleanup, return your vehicles to your numbered spots as soon as your area is cleaned. This opens up visitor spots for others to use while their areas are being cleared.
4. Be very careful when walking and driving on the property. Turn on your front outside light at dusk so people walking can see where they are going.