

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

February 10, 2018

Present: Karen Burkinshaw, Luann Canedy, Laurine Ferrarini, Richard Lacasse, Norman Muller and three unit owners.

Ms. Burkinshaw called the meeting to order at 9:30 a.m.

Comments from the Floor:

Q.: There seems to be a piece of edge material missing from the Building 5 roof over Unit 35.

A.: In the spring, we will have all the roofs checked to determine the condition of all the roof components.

Q.: Building 8 walks are icy.

A.: Walks were treated on Thursday and again on Friday. We expect warm weather will melt all the ice tomorrow.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the January 13 meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the January 23 meeting. Vote: Passed.

Finances:

- As of today, we have \$10,310.56 in checking and \$162,423.62 in savings for a grand total of \$172,734.18.
- As of January 31, we had arrearages of \$518 involving six owners.
- Richard is gathering the materials to have our taxes completed and filed.

Insurance:

- Our master insurance policy was renewed with GNY effective January 31, 2018. This year's premium is \$25,138 which represents an increase of almost \$3,000 over last year.

Grill Committee:

- The committee has a meeting scheduled for February 19.

Welcome/Social Committee:

- No one from the committee was present to give a report.
- A motion was made and seconded to adopt a new policy—POLICIES AND PROCEDURES FOR MEETING ROOM USE, to be effective immediately. Vote: Passed. Copies of this policy will be given to the committee members.

Snow Removal:

- As of January 31, we have spent slightly over \$5,000 of our \$16,000 budget. We have not yet received a bill for the bucket loader work done in January.
- During the last two storms, we used ice melt on all walks as it works better on ice than just sand. We are expecting a delivery of ice melt this week.
- The two sand barrels need to be refilled.
- Trustees discussed the ice buildup problems in the parking areas of Buildings 3 and 8. A short-term solution might be to have our contractor apply sand to the parking areas immediately after plowing and before vehicles are allowed to return to their parking spots. A long-term solution might involve regrading the parking area and moving catch basins to the south side of the street or installing heat cables under the asphalt. Both options would be very costly.

Dumpsters:

- The recycling dumpsters tend to fill up quickly and once they are more than half-full, material falls out when the doors are opened. Richard will look into getting a bigger recycling dumpster at the small dumpster area. It would also help if residents broke down all boxes.

Landscaping:

- Our landscape bid package needs to be updated and sent to Trustees for their review and possible changes before being sent to our landscaper.

Grounds/Property:

- We recently received a report of a coyote on the property. Chicopee Police were notified.
- Someone is spreading birdseed on the lawn near the front entrance. This is against the rules and needs to stop.
- People continually toss coffee cups and other trash under the bushes at the front entrance. If you see this happening, please report the license plate of the vehicles that do this.

Buildings:

- We are still waiting for Mass Save to send letters to all residents. This should happen soon.
- Work continues on the Meeting Room. Painting needs to be completed, broken floor tiles need to be replaced, handles need to be added to the kitchen cabinets, and the entire floor needs to be cleaned.
- We received several reports of issues with Building 5. We had a meeting with engineer Bill Shaheen and he inspected the outside of the building. Nothing remarkable was found. We will continue to monitor this.

Unit Issues:

- When people move into or out of a unit or have renovations done, they often fill the dumpsters with construction materials, boxes, and other junk. This is not permitted. According to our rules and regulations, dumpsters are to be used for normal household trash and recyclables only. Major trash generated from moving and remodeling needs to be removed from the property.
- The owner of Unit 37 brought to our attention his belief that his cellar floor has settled because the sides are lower than the middle of the room. He is adding new concrete to make the cellar floor level.

New Business:

- The last two meetings have been held on Saturday mornings to accommodate those who have other work or social commitments on Tuesday evenings. Poor attendance would seem to indicate that Saturday mornings are not convenient therefore, we will revert to Tuesday evening meetings.

There being no further business, the meeting adjourned at 11 a.m. Our next open meeting will be on Tuesday, February 27, at 6:30 p.m. in the Meeting Room. All residents are invited to attend.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. Keep your can of sand/ice melt handy for when you encounter icy spots.
2. Recycle. Break down all boxes. Keep dumpster doors closed.
3. Speed limit on the property is still 10 MPH. SLOW DOWN!!!
4. Have you checked/changed your furnace filter lately?
5. After snow storms check furnace exhaust pipes to be sure they are clear of snow.