

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes  
February 11, 2020

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.: Some visitors to the property continue to park their vehicles in the front entrance impeding visibility and two-way traffic.

A.: We will continue to monitor the issue and encourage everyone to be sure their guests park in visitor spots.

## Meeting Minutes:

- A motion was made and seconded to accept the minutes of the January 28 meeting. Vote: Passed.

## Finances:

- As of today, we have \$26,536.52 in checking and \$195,372.41 in reserves for a grand total of \$221,908.93.
- As of today, we have \$2,807 in arrearages involving 9 owners.
- A motion was made and seconded to hire Dejordy, Dugre, Croteau & Co. to prepare our taxes and review our books. Vote: Passed.

## Landscaping:

- Trustees reviewed our current contract and made some changes. We will then send the updated contract to Setter Landscaping for their consideration.
- Rosemary contacted several plant nurseries looking for a consultant who could advise us on appropriate trees for our property. She found one but will continue to look for others.

## Grounds/Property:

- We have received one quote for a new large dumpster pad. We will look for others.
- We have one quote for waste line cleaning and we are looking for others.
- We contacted three catch basin cleaning services and received two quotes. We will continue to search.
- We contacted a possible supplier of pre-cast steps and were told they no longer make steps. It appears Flagg-Palmer is the only pre-cast step maker in the area.
- We received one quote to reline and renumber the parking areas. We will look for more.

## Buildings:

- A motion was made and seconded to have an electrical outlet installed in the Building 1 basement in preparation for relocating the doorbell/intercom system. Vote: Passed.
- A new door closer was installed on one of the Building 4 front doors.
- A motion was made and seconded to hire Tom Stebbins to replace the two Building 4 rear doors at a cost of \$2,250. Vote: Passed. The price also includes painting the doors.

## Unit Issues:

- Trustees discussed several individual unit issues.

New Business:

- Our list of possible projects continues to grow.
- We will be scheduling a new owner's meeting for the beginning of March.
- Future open meeting: Tuesday, February 25.

There being no further business, the meeting adjourned at 8:20 p.m.

Our next meeting will be on Tuesday, February 25, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,

  
Norman Muller  
Vice President

Reminders:

1. Keep your can of ice melt handy for those icy mornings. Refill it as needed from the cooler at the mailbox area.
2. If you carry a box of recyclables to the dumpster, dump the contents of the box into the recycling dumpster then **BREAK DOWN** and flatten the box before putting it in the dumpster.
3. Speed limit is still 10 MPH. Slow down!!!
4. Pick up after your pets and deposit waste in the trash dumpster.