

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
February 22, 2022

Present: Karen Burkinshaw, Don Dominique, Richard Lacasse, Norman Muller, Rosemary Thompson, and three unit owners.

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

Comments from the Floor: None.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the January 25 meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the February 8 meeting. Vote: Passed.

Finances:

- As of today, we have \$33,219.41 in checking and \$140,367.14 in reserves for a grand total of \$173,586.55.
- As of today, we have \$11,271.99 in arrearages involving one owner. We anticipate this will be resolved when the unit is sold.
- We are in process of gathering information to have our taxes prepared. The accountant will also prepare a review of our accounting records as required by state law.
- We still have three more payments left on our roof replacement project.

Snow Removal:

- Our ice melt should be delivered this week.

Landscaping:

- We will be using Setter Landscaping again this year. We will, however, deal directly with the companies that do our irrigation system repairs and chemical applications.
- Trustees reviewed the landscaping contract and made a few changes/updates.

Grounds/Property:

- The following projects have been identified to be completed this spring: slope repairs behind Building 2, repair to catch basin in front of Unit 72, patio pads behind Building 2, and repairs to entrance sign.
- We seem to have a slight erosion problem at the perimeter fence behind Building 4.
- We are ordering a temporary entrance sign for the front entrance while ours is being repaired.

Buildings:

- We received a quote of \$7,284.30 from Mr. Gutter for gutter replacement at Buildings 2 and 6. A motion was made and seconded to accept this quote and schedule the job. Vote: Passed. Karen will contact Mr. Gutter.
- We again contacted Pro Tech to find out when repairs will be done to the cellar wall of Unit 3 and again received no response. We will attempt to contact them by registered mail.
- We need to have all the charmstone on the property repointed.
- We are getting updated quotes for a railing on the front of Building 2.

Unit Issues:

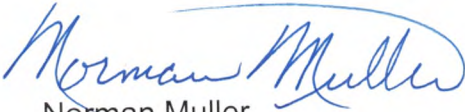
- Trustees discussed several unit issues.

New Business:

- Future meeting: March 8.

There being no further business, the meeting adjourned at 7:55 p.m. Our next meeting will be on Tuesday, March 8, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. Speed limit on the property is 10 MPH. Slow down!!!
2. YOU are responsible to insure that your guests park in visitor parking spots. You and your guests are **not** allowed to use other residents' numbered spots without their specific permission.
3. Your condo fee is due on the 1st of each month and a \$10 late fee is applied to any condo fee received after the 10th of each month. It is **your** responsibility to insure your check arrives before the 10th in order to avoid a late charge.