

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
February 26, 2013

Present: Karen Burkinshaw, Brian Gauthier, Richard Lacasse, Linda McClay, and Norman Muller. There were no other unit owners present.

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

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the January 29 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the February 12 closed meeting. Vote: Passed.

Notes from February 12 Closed Meeting:

Michael Petrin of Tighe & Bond met with the Trustees for a second time to discuss their report and the various options available to deal with the erosion issue behind Unit 16. A motion was made and seconded to adopt a plan that would use a combination of riprap (engineering stones) and plantings to stabilize the hill. Vote: Passed. Michael then described the various steps in the process including developing plans, securing permits from the Chicopee Conservation Commission, preparation of bid and construction documents, getting bids and reviewing them, awarding the contract, and oversight to insure the work was properly done. He will be sending us an addendum to our original contract with Tighe & Bond and, as soon as we agree to it, the process can begin.

Slope Remediation Update:

- A motion was made and seconded to provide written information to all owners about the slope remediation issue. Vote: Passed. A memo will be delivered to all owners and an email will also be sent to all owners with email.
- We are looking into various types of additional insurance coverage including earthquake insurance.

Financial:

- As of today, we have \$12,674.48 in checking and \$145,858.70 in savings for a grand total of \$158,533.18.
- As of today, we have \$2,330 in arrears involving five owners.
- Our tax preparer is preparing our state tax return and has received an extension on our Federal tax return.

Snow Removal:

- We are still waiting for the bill from Nawrocki Construction for snow removal on the property. They removed the snow mountains from the property after plowing was completed.

Grounds/Property:

- Work on reattaching gutters to the buildings will continue when the weather improves.
- We are still gathering information on the new mulch law that went into effect last fall.

Buildings:

- We are still waiting for paint repairs to be completed in one unit of Building 8 due to a roof leak in December. Once repairs are done, we can settle our account with our siding contractor.
- The new water heater has been installed in the Meeting Room.
- Water lines have been repositioned in the Meeting Room which should eliminate the problem of frozen pipes in the winter.

Lawn Care:

- We have received a completed bid from Pride Property Service for 2013 and we are meeting with another landscaper on March 2. We anticipate getting additional quotes and awarding a contract by the end of March.

Ongoing/Other:

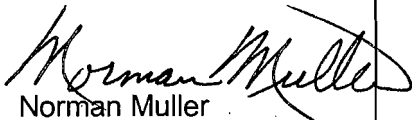
- Trustees reviewed a proposed satellite dish policy and hope to finalize it in March.

Old Business:

- We are still working on updating our rules and regulations.
- Some people are not cleaning up after their dogs. Piles of dog poop have been observed on walks and grassy areas. Any violators who are caught will be fined \$25 per occurrence.

There being no further business, the meeting adjourned at 8:30 p.m. Our next open meeting will be held on Tuesday, March 26 at 6:30 p.m. in the lower level of the Chicopee Public Library. All unit owners are welcome to attend.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. Residents need to keep their furnace and water heater vent pipes free of snow and ice during winter to prevent problems with carbon monoxide. This is especially important when we have a lot of snow on the ground.
2. In the last few weeks, at least three owners have had to replace furnaces that failed. If your furnace is original to the unit, it is now 24 years old and probably nearing the end of its useful life. You may wish to have it checked to avoid the possibility of an emergency replacement.
3. If you pick up after your dog, thank you for being a good neighbor. If you do not pick up after your dog, shame on you and if you are caught, you will be fined \$25.