

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

February 26, 2019

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, Al White, and four unit owners.

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

### Comments from the floor:

Q.: The new owners of Unit 22 shared a list of improvements they want to make to their unit. Their main water shutoff needs to be replaced and water would need to be shut off to the entire building to make this repair.

A.: Trustees will discuss this and get back to them. The water shut-off issue will need to be coordinated with the other owners in the building as well as the plumber who will do the work.

Q.: The landscaping committee is meeting next week with GTC Landscaping. Is that the company that did last summer's work?

A.: Yes. We are not committed to rehiring them but the owner had some very good information and insights that the committee needs to hear.

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the February 12 meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the February 19 Insurance Meeting. Vote: Passed.

### Finances:

- As of today, we have \$9,836 in checking and \$191,845.93 in savings for a grand total of \$201,681.93.
- As of today, we have arrearages of \$1,143 involving four owners.
- The 2018 Financial Reports are completed. We will provide these to our auditor.

### Insurance Meeting:

- The special insurance meeting with our insurance agent on February 19 was not well attended—only three owners came. Meeting minutes are on our website.

### Landscaping:

- So far, we have met with two landscaping companies and we have another meeting next week. Two other companies were contacted twice and did not return our calls. We are hoping to select a landscaper in the near future.

### Grounds/Property:

- The catch basin in front of Unit 75 needs to be rebuilt in the spring.
- The light on the island in front of Unit 75 will be fixed when enough snow melts so we can access it.
- We are planning to replace the main dumpster pad this summer.
- Karen shared information on a system/product that can be used to repair our new concrete sidewalks. We will look into this.

### Snow Removal:

- Every storm is different and we do our best to plan for cleanup based on timing, conditions, etc.
- So far, we have spent more than half of our yearly snow budget on snow cleanup.

#### Buildings:

- We will order new light-sensing light fixtures for the front of Building 1.
- The issues with Charter Cable continue.
- A motion was made and seconded to hire Tom Stebbins to replace all front-door kick plates on the property at a cost of \$30 each. Vote: Passed.
- We reviewed four quotes for deck cleaning and they are much higher than anticipated. We will continue to get quotes.
- AI will get additional quotes for front railings on Building 10.
- We need to get quotes to install lattice under the Building 11 decks.

#### Unit Issues:

- A unit owner fell and broke an ankle near the small dumpster area on or about February 20.

#### New Business:

- Future Meeting: Tuesday, March 19.

There being no further business, the meeting adjourned at 8:30 p.m.

Our next meeting will be on Tuesday, March 19, 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 is still 10 MPH. SLOW DOWN!!!
2. Any condo payments received after 6 p.m. on the 10<sup>th</sup> of the month will be posted the following day and will be considered LATE.
3. Keep your can of sand/ice melt near your front door for those icy mornings.
4. Even though there is snow on the ground, you still need to pick up after your pets.
5. Break down all boxes before placing them in the recycling dumpster. Recycling is picked up only every two weeks and unbroken boxes take up too much space.
6. It is winter and, on many days, we have melting in the daytime and refreezing at night. Please keep this in mind when you walk around the property during the day and at night and be aware that there may be icy spots. BE CAREFUL WHEN WALKING ON THE PROPERTY.