

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
March 26, 2013

Present: Karen Burkinshaw, Brian Gauthier, Richard Lacasse, Linda McClay, and Norman Muller.

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 February 26 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the March 12 closed meeting. Vote: Passed.

Slope Remediation Update:

- Engineer Mike Petrin and several construction people were on the property earlier this month to assess the physical layout of the slope to determine how best to access the area with equipment and materials.
- Tighe & Bond is preparing an addendum to our original contract and we should receive it in the near future.

Notes from March 12 Closed Meeting:

- We received a bill from Nawrocki Construction for bucket loader service after the large February storm. This brings the cost of cleanup for that storm to just under \$5,000.
- Northern Tree Service gave us a quote to trim and prune some of the ornamental trees on the property. A motion was made and seconded to accept the quote and have the work done at the prices quoted. Vote: Passed.
- We sent out ten requests for bids on lawn care for 2013 and received four responses. Prices ranged from \$17,300 to \$32,000. A motion was made and seconded to award the 2013 landscaping contract to Gleason Johndrow Landscaping at the prices quoted in their bid. Vote: Passed. A meeting will be arranged to sign the contract and sort out the details.

Financials:

- As of today, we have \$1,632 in arrears involving nine owners.
- As of today, we have \$18,492.73 in checking and \$148,940.64 in savings for a grand total of \$167,433.37.
- We received our water bill for the first quarter of 2013 and it is over \$8,000.

Unit Issues:

- An investor requested and will be granted permission to purchase an additional unit. Our bylaws allow an individual to own more than one unit.
- A notice has been delivered to all dog owners reminding them to clean up after their dogs.

Grounds/Property:

- We received a quote of \$1,450 to trace four of the catch basins on the property.
- All light sensors on the property were replaced last fall and we recently had to replace two of them because they were faulty.
- A motion was made and seconded to purchase two LED lights and fixtures to replace two of the current post lights. Vote: Passed. The new lights are supposed to be more energy efficient and last longer than the current sodium vapor lights we use. Once we test them, we will consider replacing all the outside lights on the property.
- We received a quote from Mr. Sealgood to repair asphalt cracks on the property. A motion was made and seconded to accept the quote and have the work done. Vote: Passed.
- We received a quote from Mr. Sealgood to repair two oil-soaked parking stalls. A motion was made and seconded to accept the quote and have the work done. Vote: Passed. The owner of the parking stalls will be billed.

Buildings:

- An owner brought a new toilet water saving device to the attention of the Trustees. As soon as we get more information, we will consider it.
- In the last month, a new water heater and a new sink in the men's room have been installed in the Meeting Room. Further improvements will be made next year.
- We should be receiving quotes for deck replacement for Buildings 6 and 7 very soon.

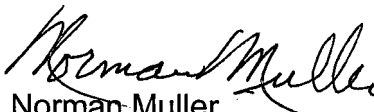
Old Business:

- A motion was made and seconded to approve a new Satellite Dish Policy. Vote: Passed. A copy of the policy is attached.
- Trustees began the process of revising the Rules and Regulations. We hope to have this project completed by mid-summer.

There being no further business, the meeting adjourned at 8:55 p.m.

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

Respectfully submitted,


Norman Muller
Vice President

Reminder:

As unit owners, you have the right and responsibility to know what is happening on this property. You can do this by:

1. Attending open monthly meetings.
- 2) Reading meeting minutes and other notices.
3. Referring to the condo documents when you have questions.

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Satellite Dish Policy
March 26, 2013

Anyone who wishes to install a satellite dish at Clearview Heights must first request permission in writing from the Board of Trustees. Request must include the following information: proposed location of the dish, method of installation, and placement of wiring including where it will enter the building package.

The installation must conform to the following guidelines:

1. The dish must be installed by a licensed, insured contractor. All installation costs shall be the responsibility of the owner having the dish installed.
2. The dish may NOT be located on the front façade or on the roof of any building and may NOT be attached to the siding or roofing materials of the building.
3. The dish may be attached to the deck at the rear of any unit providing such installation does not interfere with any other resident's use or enjoyment of his/her deck.
4. The dish may be affixed to a post driven into the ground and located adjacent to a deck provided it does not block the view from another resident's window or interfere with lawn maintenance.
5. No trees or plantings regardless of which side of the fence they are located, may be removed or trimmed to enhance the signal without specific approval of the Board of Trustees.
6. When the owner of the dish sells his/her unit, the dish must be removed unless the new owner agrees in writing to assume responsibility for it.