

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

April 19, 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:

Q.: When gutter replacement was being done on my building, workers plugged in their equipment in my outside outlet without asking me first.

A.: If you object to their using your outlet, just ask them to plug in elsewhere and they should comply. If they do not, call the Association so we can correct the problem.

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the April 5 meeting. Vote: Passed.

### Finances:

- As of today, we have \$50,113.07 in checking and \$127,793.77 in reserves for a grand total of \$177,906.84.
- As of today, we have \$12,085.99 in arrearages involving five owners. The bulk of that amount is owed by one unit and this will be settled when the unit is sold.
- We still owe \$15,910 for last year's roof project. This will be finished in June.
- Our tax preparation and financial records audit are still in process.

### Snow Removal:

- In the near future, we will have the ice melt machine cleaned and the ice melt cooler at the mailbox will disappear for the summer.

### Landscaping:

- We are still getting quotes for replacement trees and other plantings for various spots on the property,
- All plant beds have been edged and mulching has been completed.
- Two areas of the property will be reseeded once weather warms up and the irrigation system is on.
- Our irrigation system will be started up later this week.
- We are still waiting for quotes on a few small projects.

### Grounds/Property:

- Ed Severence recently looked at the slope behind Building 2 and he will be recommending some remedial work.
- Mike Theroux closely examined the catch basin in front of Unit 72 and will make necessary repairs in the near future. The problem is not as bad as originally thought.
- A motion was made and seconded to hire Mike Theroux to replace 31 feet of sidewalk in front of the mailbox area at a cost of \$3,900. Vote: Passed. Karen will contact Mike to schedule.
- We still need to address the tripping hazards at the front steps of Building 2.
- Our fence line needs a few minor repairs. It appears Fairview Fence is no longer in business so we will need to find another fence company.
- We still need to do a walk around inspection of the property with Tom Stebbins.

Buildings:

- Unit 39-40 waste pipe replacement had been scheduled for last week but did not happen. We are waiting for another date.
- Mike Theroux filled in the gaps between front stairs and buildings at Buildings 3, 5, and 8 at a cost of \$1,025.
- Trustees and Mike Theroux looked at the cellar patio pads at Building 2 and determined that no repairs are needed at this time.
- Mr. Gutter returned and made corrections to the Building 6 downspouts. That job is now complete.
- Braman did the first application of pest control to all buildings on April 12.
- We are waiting for a part to repair the Building 11 doorbell/intercom system.
- We are getting quotes to have some parts of some buildings power washed.
- We are still waiting for Pro Tech to do the Unit 3 foundation repair.
- We are still researching the padlocks on the electric boxes of eight buildings.

Unit Issues:

- Trustees discussed several unit issues.

New Business:

- Future meetings: May 10 and May 24.

There being no further business, the meeting adjourned at 8:30 p.m. Our next meeting will be on Tuesday, May 10, 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. Some people still speed on the property.
2. The first application of pest control was done last week. If you see ants inside your unit, you can purchase ant cups at most hardware and grocery stores and place these in your unit.
3. If you have an outside faucet either in front or in back of your unit, please find the shutoff in your basement and turn it on. Please also go outside and try the faucet. If it is not working properly, contact the Association so we can have it fixed.