

# **CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION**

## **Meeting Minutes**

**April 28, 2015**

Present: Brian Gauthier, Richard Lacasse, Linda McClay, Norman Muller, and three unit owners.

Mr. Muller called the meeting to order at 6:30 p.m.

### Comments from the Floor:

Q.: There is a lot of sand on the property. Will the property be swept this year?

A.: As soon as spring clean-up is complete, we will have the entire property swept.

### Meeting Minutes:

- A motion was made and seconded to approve the minutes of the March 31 open meeting. Vote: Passed.
- A motion was made and seconded to approve the minutes of the April 14 closed meeting. Vote: Passed.

### Notes from April 14 Closed Meeting:

- A motion was made and seconded to authorize Chris Dygon to have the entire property swept this year. Vote: Passed.
- A motion was made and seconded to accept Tom Stebbins' proposal to reinforce the decks on Units 29-34. Vote: Passed. Work will begin around May 1.
- We will look into repairs to the floor at the rear of the Meeting Room. We had flooding in there during the winter and in previous years due to a blocked floor drain in the rear outside stairs and many of the floor tiles became detached.
- We will have the sewer lines for Buildings 8, 9, and 10 inspected via camera this week for obstructions.

### Finances:

- As of today, we have \$4,793.40 in checking and \$177,183.10 in savings for a grand total of \$181,976.50.
- A complete report on arrearages is not available at this time, however, all snow fines to date have been paid.

### Landscaping:

- Spring clean-up was started on April 24. Work continues. The property will be swept once spring clean-up is complete.
- Our plant/shrub contractor has not begun work yet, nor has the irrigation system been started up.

### Buildings:

- The Building 4 deck project has begun and residents of the affected units have been notified. Work should take approximately three weeks, weather permitting.
- The owner of Unit 36 asked for and was given permission to replace three sliders in his unit.
- We received quotes for front step work on Building 2, Units 11, 12, 13, and 14. A motion was made and seconded to have a set of temporary steps built, remove the cement pad in front of both sets of steps as well as two squares of cracked sidewalk, install replacement steps, and finish with new concrete pads and two squares of sidewalk at a total cost of slightly less than \$6,000. Vote: Passed. Steps will be ordered and work begun as soon as possible. Flagg-Palmer Precast will supply the steps and installation. Tom Stebbins will do the remainder of the project.
- A representative from Flagg-Palmer Precast examined the steps at Units 9-10 and 49-50. Damage to the Unit 9-10 steps is consistent with the use of commercial deicer products which allow water to seep into the concrete and then freeze and thaw, causing damage to the concrete.

### Grounds/Property:

- Waste Management replaced the lids and doors on the main trash dumpster recently.
- The perimeter fence will be inspected and repairs made as needed.

- We discussed installing stone in some of the plant beds on the property to reduce mulch costs each year. One owner indicated she may be able to help us secure a reasonable price for such a project.
- We are still waiting for a quote for tree work around the property.
- We need to come up with a design for a new entrance sign. If anyone sees signs that they think are attractive, they should take pictures and submit them to the Trustees. Once we decide on a design, we will get quotes.
- Camera inspection of the sewer lines for Buildings 8, 9, and 10 was done recently. The sewer line for Building 8 was hydro-jetted to remove a major build-up of cooking grease from the line. Repairs to the sewer line for Building 10 to remove a tree root and replace the broken section of pipe should be done in the next week. Building 10 residents will be notified when work is to be done.
- Mr. Sealgood has inspected our asphalt roads and parking areas and we are waiting for a quote for crack sealing.
- Several of the asphalt berms on the property need repairs. We need to get quotes for this work.
- We have received two quotes for gutter cleaning. Work will be scheduled later this spring.
- We will get quotes for pest/rodent control spraying on the property. We usually have two applications each year.

#### On-Going/Other:

- We received the second check for our water bill abatement. We had been charged a late fee for late payment of our last water bill but the fee was returned to us.
- We had a brief discussion of vehicles speeding on the property. Prior to 2007, we had two permanent speed bumps on the property. Perhaps it is time to consider installing speed bumps to encourage vehicles to slow down.

#### Old Business:

- Trustees decided to hold off on getting quotes for replacing the downspout extensions on Buildings 2, 3, 4, and 5. The current downspout extensions have been in place for almost 20 years and some are in poor condition.
- Trustees decided to delay any plans to install Rain Handlers on the property until later this summer.

#### New Business:

- Three units are currently for sale.
- We are still looking for owners who might be interested in joining the Board of Trustees.

There being no further business, the meeting adjourned at 7:45 p.m.

Our next open meeting will be on Tuesday, May 26, at 6:30 p.m. in the Meeting Room. All residents are invited to attend.

Respectfully submitted,



Norman Muller  
Vice President

#### Reminders:

1. Move gas grills away from the siding and the fence around your deck before using. Heat will damage vinyl siding as well as the Trex railings.
2. OK to turn on outdoor water taps, however, please conserve water. Water and sewer rates have increased and our water bills continue to climb.