

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
April 29, 2014

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

Ms. Burkinshaw called the meeting to order at 6:40 p.m.

Comments from the Floor:

Q.: A neighbor repeatedly fails to pick up after her dog. There are numerous piles of feces behind her unit.

A.: A letter will be written to the offender and fines may be levied.

Q.: When was the last time front doors on the property were painted? Some doors are in need of new paint.

A.: We will look into this issue.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the March 25 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the April 8 closed meeting. Vote: Passed.

Notes from April 8 Closed Meeting:

- A motion was made and seconded that the financial gains from 2013 be allocated to our reserve accounts. Vote: Passed. These gains came about because money remained in a few of our budgeted line item accounts. We also collected more late fees, fines, etc. than anticipated.
- A motion was made and seconded to approve Tom Stebbins' proposal to replace/refurbish the decks on building 7. Vote: Passed. Work should take approximately six work weeks, weather permitting.
- We have contacted Ed Severance of Northeast Environmental Solutions and he will schedule a visit to inspect the site of our hill erosion issue before all the ground cover starts growing out.
- We received a quote of \$500 from Mr. Sealgood to seal cracks in the asphalt. A motion was made and seconded to have this work done as soon as possible. Vote: Passed.
- A motion was made and seconded to install rain handlers on the back of Buildings 1 and 2. Doorbrellas will also be installed over all doorways on the back of the two buildings. Vote: Passed.

Finances:

- As of today, we have \$18,141.14 in checking and \$150,116.65 in savings for a grand total of \$168,257.79.
- Arrearages currently amount to \$1,472 and involve six owners.
- As of today, 30 owners have paid 100% of the assessment and 34 owners have not begun to pay their assessment. The other owners are making partial payments every month.

Mailbox Structure:

- Karen and Norman discussed our proposed structure with a Chicopee Building Inspector. In his opinion, the architect's plans are "overbuilt" in a couple of areas. When we send out the bid packages, we will make note of his opinion.

Building 1 Residing Project:

- Work continues on the project. It should be completed in another two weeks.
- A few minor issues including stains on the charmstone will be brought to the attention of the contractor.

- A motion was made and seconded that, once the siding is completed, we get quotes to repaint the front and rear common doors. Vote: Passed.

Grounds/Property:

- We will have Tom look at the walks in front of Building 2 to see what can be done about the trip hazards that exist there.
- The Building 7 deck project began on April 28 and should take approximately six work weeks to complete.
- Sand barrels and snow markers will be removed soon.
- Trustees have decided to not sweep the entire parking lot at this time.
- A motion was made and seconded to have our landscaper plant annual flowers at the entrance sign. Vote: Passed.
- Trustees will use email voting in order to provide timely responses to residents' requests to plant flowers.
- Our new landscaper, Chris Dygon gave us a list of possible projects to improve our grounds. A motion was made and seconded to have him do work around Building 11 at a cost not to exceed \$1,800. Vote: Passed.
- The light over the main dumpster area works intermittently. We will monitor the light and take action later this year.
- A motion was made and seconded to test an LED bulb in one of the outside fixtures. Vote: Passed.
- A motion was made and seconded to accept a quote from Northeast Environmental Solutions to repair a portion of the hill behind Units 9-10 at a cost of \$11,308. Vote: Passed.
- Two small areas still need to be fixed in order to complete the asphalt crack repair project. Cars blocked the two areas the day the rest of the work was done.
- We will soon schedule our first application of bug spray around all buildings.
- Trustees looked at a rodent control proposal from American Pest Solutions but took no action due to the high cost.

Buildings:

- A motion was made and seconded to hire Holyoke Lock to replace the doorbell/intercom systems on Building 4 at a cost of \$2,197.69. Vote: Passed.
- The rain handlers for Buildings 1 and 2 were ordered and received last week. They will be installed soon.
- We will get another estimate to clean carpeting in the common areas of Buildings 1, 4, and 11 on Thursday, May 1.

Unit Issues:

- A list of small projects that need to be done has been compiled and the work will be done soon.
- A motion was made and seconded to approve Unit 72's request to replace a slider. Vote: Passed. The owner will be notified.

There being no further business, the meeting adjourned at 8:45 p.m. Our next open meeting will be held on Tuesday, May 27, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice president

Reminders:

1. Clean up after your animals.
2. Recycle.
3. Keep dumpster doors closed at all times.
4. Keep your eyes and ears open when on the property and notify Trustees if you see a burned out light, a malfunctioning sprinkler head, a problem on "the other side of the fence", or other problem. This is your responsibility as an owner and citizen of this community.