

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
April 5, 2022

Present: Karen Burkinshaw, Don Dominique, Richard Lacasse, Norman Muller, Rosemary Thompson, and five unit owners.

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

Comments from the Floor:

Q.: Exactly what does our master insurance policy cover? I want to make sure that I am properly covered.

A.: We have insurance information on our website including contact information for our carrier, Berkshire Insurance. Appendix E of our Rules and Regulations also covers our Insurance Resolution. If you give this information to your insurance agent, he/she can help you determine what coverage is right for you and your needs.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the March 22 meeting. Vote: Passed.

Finances:

- As of today, we have \$35,947.83 in checking and \$123,003.54 in reserves for a grand total of \$158,931.37.
- As of March 31, 2022, we have \$11,601.99 in arrearages involving four owners. The majority of that amount is owed by one unit and that will be taken care of when the unit is sold.
- We still owe \$15,910 for the roofs we replaced in 2021.
- Our tax preparation is still in process.

Snow Removal:

- We will have the ice melt spreader cleaned, store the ice melt container, and have the bobcat removed by the end of April. There is still a possibility, however small, of snow at this time.

Landscaping:

- We are getting quotes for replacement trees and shrubs at various spots on the property.
- We are looking to remove the two smoke bushes from the back of Building 11 and replace them with four arborvitae. The smoke bush on the side of Unit 42 will not be removed at this time.
- We have agreed to a new contract with Setter Landscaping.
- Spring cleanup was done today.
- Mulch will be applied later this month.
- Mass Tree looked at several landscaping projects and will provide quotes soon.
- Greenstuff will apply some granular fertilizer to the grass on Saturday, April 9. A notice will be placed on our bulletin board.
- We are finalizing our agreement with our irrigation service.

Grounds/Property:

- Ed Severance will be inspecting the slope behind Building 2 soon to see what/if anything needs to be done.

- In the near future, Mike Theroux will be doing the following: fix gaps between front stairs and buildings, inspect the Building 2 cellar patios for possible repairs, and repair the catch basin in front of Unit 72,
- Trustees discussed more details of the proposed new front entrance sign.
- A motion was made and seconded to hire Fairview Fence to inspect the perimeter fence and make needed repairs. Vote: Passed.
- An agreement with Braman Exterminators was signed to provide pest control for the season. The first application will be on Tuesday, April 12.
- We need to schedule a property inspection with Tom Stebbins.

Buildings:

- Last week, Mr. Gutter replaced the front gutters/downspouts on Building 2 and the front and back gutters/downspouts on Building 6. They will be returning early next week to correct a couple of small issues.
- Installation of new rain handlers on the back of Buildings 1 and 2 will be done soon.
- Some work was done on the Building 2 outside breaker boxes. We are still concerned about locks on the main building electric shut-offs and will continue to look into this.
- We will get prices to power wash some areas of some building exteriors as there are a few spots that need attention.
- We are still waiting for ProTech to schedule the repairs on the Unit 3 cellar wall.
- We will be adding a railing to the front of Units 11-14 later this spring.
- The Unit 39-40 waste pipes should be replaced next week.

Unit Issues:

- Trustees discussed several unit issues.

New Business:

- Future meeting: Tuesday, April 19.

There being no further business, the meeting adjourned at 8:45 p.m. Our next meeting will be on Tuesday, April 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 on the property is 10 MPH. Slow down!
2. Some people are not breaking down their boxes before depositing them in the recycling dumpsters. Violators, when caught, will be fined.
3. Don't put away your ice melt yet. We could still have icy mornings or worse.
4. All pets need to be on a leash when outside and owners need to pick up after their pets.