

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

April 7, 2020

Present: Karen Burkinshaw, Norman Muller, and Rosemary Thompson. Richard Lacasse and Al White were remotely present via telephone. There were no other unit owners present.

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

Comments from the Floor: None

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the March 24 meeting. Vote: Passed.

### Financial:

- As of today, we have \$17,745.47 in checking and \$206,044.74 in reserves for a grand total of \$223,790.21.
- It is too early to report on arrearages for April, however, we still have one account in collection.
- We have not yet heard from our tax preparer.

### Snow Removal:

- Mass Tree will check the property for snow plowing damage so we can settle this issue.
- We will need to have our ice melt spreader cleaned and made ready for storage.

### Landscaping:

- Spring cleanup began today.
- Trustees again discussed several tree replacements. We need to actually look at trees before deciding what to plant.
- We received a quote for two applications to take care of bag worm on some of the arbor vitae. We need to further research this before making a decision. We also have at least one dead arbor vitae which needs to be removed.

### Grounds/Property:

- A motion was made and seconded to hire JR Sweeping to clean all the catch basins on the property. Vote: Passed. Norman will schedule this.
- We need to meet with Mike Theroux to clarify some issues relating to the main dumpster pad replacement before moving forward.
- We are getting quotes for possible roof replacement projects.
- We found possible asphalt repair/relining service and we will get another quote before moving on this.
- Our light over the main dumpster should be repaired soon.
- The wall adjacent to our entrance sign is very dirty. We will get prices to have that area cleaned.

### Buildings:

- Projects in process: Building 1 intercom/doorbell relocation, Building 4 front and rear door replacements.
- As a result of the pandemic, not all businesses are working at full capacity and some of our projects will take longer than originally anticipated.

- A motion was made and seconded to hire Braman to provide pest control services for the summer season. Vote: Passed.

Unit Issues:

- Trustees discussed several minor unit issues.

New Business:

- Next meeting: Tuesday, April 21.

There being no further business, the meeting adjourned at 7:50 p.m. Our next meeting will be on Tuesday, April 21, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller  
Vice President

**Reminders:**

1. It is your responsibility to insure your guests follow our rules with regard to speed limit on the property, pets on the property, parking in appropriate spots, etc. You are responsible for their actions on the property.
2. The common areas behind our buildings are for everyone's enjoyment. Please do not litter those areas with your cigarette butts, beer cans, etc. Dispose of your trash properly.
3. Many people use their decks and patio pads to temporarily store junk over the winter. Now would be a good time to clear out all your stuff to prepare for summer.
4. Break down all boxes before depositing in recycling dumpster. If we need additional recycling pick-ups, condo fees will need to be increased.
5. Please do not place personal property in the plant beds until the landscapers have had a chance to finish their work.