

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION  
Meeting Minutes  
May 18, 2021

Present: Karen Burkinshaw, Don Dominique, Norman Muller, Rosemary Thompson (who attended remotely), and one unit owner.

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 May 4 meeting. Vote: Passed.

Finances:

- As of today, we have \$15,107.69 in checking and \$148,846.12 in reserves for a grand total of \$163,953.81.
- As of today, we have \$7,196 in arrearages involving 8 owners. Due to the recent death of two owners, two units owe a combined amount of \$6,380 and both of these outstanding amounts will be resolved in Probate Court. The remaining amount of \$816 involves 6 owners.

Snow Removal:

- Berm repairs are due to be done later this month.

Landscaping:

- Weeding and edging were done today.
- Two stumps were removed, new plants were planted, and sod is being installed behind Unit 68 today. Work continues.
- Irrigation system will be turned on the week of May 24.
- Mulch will be applied later this week.
- Lawn areas will be treated on May 20.

Grounds/Property:

- The catch basin in front of Unit 75 will be raised later this month.
- Fairview Fence inspected our perimeter fence and will submit a quote for repairs.
- Deck footings on Building 8 need to be inspected.

Buildings:

- We are still waiting for the Unit 45-46 replacement steps. Once these are installed, we can have the railings reinstalled.
- The broken aluminum railing at Unit 53 has been removed and sent out to be repaired.
- A letter about finished basements and related lack of access to shut-offs, etc., has been delivered to all units and a copy has been filed in all unit owner files.

Unit Issues:

- Trustees discussed several unit issues.

Old Business:


- A welcome meeting has been scheduled for May 19 and residents of Units 2, 18, 43, 54, and 85 have been invited to attend.

New Business:

- Annual Meeting will be held on Tuesday, July 27. More information will be forthcoming.
- Future meetings: June 1 and June 15.

There being no further business, the meeting adjourned at 7:50 p.m. Our next meeting will be on Tuesday, June 01, 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 still 10 MPH.
2. Many people are NOT breaking down their boxes before placing them in the recycling dumpsters.
3. Please do NOT put anything in the plant beds until weeding and mulching have been completed.
4. You need to check your vehicles regularly to insure they are not leaking oil or other fluids. These fluids deteriorate the asphalt and shorten its life. Asphalt replacement is very expensive.
5. Warm weather is coming. Have you changed your furnace filter? Have you tried your air conditioning to insure it is working properly?