

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
May 31, 2016

Present: Karen Burkinshaw, Luann Canedy, Laurine Ferrarini, Richard Lacasse, Norman Muller and one unit owner.

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

Comments from the floor:

Q.: Is the irrigation system running? Some areas seem to be dry.

A.: The system is in full operation and we are closely monitoring water usage.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the April 26 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the May 10 closed meeting. Vote: Passed.

Notes from May 10 Closed Meeting:

- We need to install sod in front of Units 39-40 as the grass was destroyed last year when we repaired the building foundation. A motion was made and seconded to purchase sod for this area at a cost not to exceed \$50. Vote: Passed.
- We received a quote from Set-In-Concrete to replace sidewalks in front of Building 8. A motion was made and seconded to hire Set-In-Concrete to do this job as soon as possible. Vote: Passed. The work is tentatively scheduled to be done in July.

Finances:

- As of today, we have \$13,561.61 in checking and \$170,502.12 in savings for a grand total of \$184,063.73.
- We currently have \$2,737 in arrearages involving five owners.

Landscaping:

- New plants have been planted in front of Units 38-39. Sod will be installed this week.
- Mulching of the property is completed. Most areas were mulched to within 18 inches of building foundations. We used 40 cubic yards of mulch. It would take 60 cubic yards of mulch to do the entire property at an appropriate depth.
- Our grub control application will be done in June.
- The irrigation system has been repaired and is in full operation.

Grounds/Property:

- We are still waiting for an installation date for the lamp post at the end of Building 9.
- The arbor vitae at the entrance will be trimmed in the near future so our existing lights can do a better job of lighting the area.
- We received two quotes to repair the perimeter fence. A motion was made and seconded to hire Sentry Fence to do fence repairs at the price quoted. Vote: Passed. Norman will schedule this.
- Pest spraying of all building exteriors was done on May 24.
- Sidewalks in front of Building 8 will be replaced in July.
- We need to schedule installation of our new speed bump.

- A motion was made and seconded to hire J. R. Sweeping to clean the catch basins on the property. Vote: Passed. Norman will schedule this.
- We are still waiting for a date to have our sewer lines inspected.

Buildings:

- The Building 1 smoke alarm problem has been resolved.
- We need to schedule replacement of the Building 4 smoke alarms in the common areas.
- We are still waiting for clarification of a quote we received to repair the exterior of Building 4.
- Home Depot failed to provide us quotes for front door replacement on Buildings 4 and 11. We are now looking for other providers.
- Trustees agreed to hold off on installation of additional rain handlers until fall.
- Deck work on Units 82-84 is complete.
- A motion was made and seconded to hire Flagg-Palmer to replace front steps at Units 54-55. Vote: Passed. Norman will coordinate.
- The charmstone on the front of Unit 64 has moss growing on it. Trustees agreed to table this issue until the walks in front of that building have been replaced.

Unit Issues:

- Several owners have reported broken or missing deck spindles. We will add this to Tom's "To Do" list.
- Unit 63 is currently for sale.
- Units 85-86 are currently having door buzzer problems. We will have Holyoke Lock look at this issue and come up with a solution.

On-Going/Other:

- Three Trustees attended the Condo Expo in Boston on May 24. We attended the following seminars: Latest Trends in Lien Enforcement; When is a Rule Not a Rule – Exceptions, Accommodations, and What is 'Reasonable'; and Dealing with the Difficult: Avoiding and Resolving Conflicts. Information about each topic was shared with the other Trustees and owners who attended this meeting. We will use the information from the first seminar to fine-tune our existing collection procedures.
- Luann presented Trustees with more detailed information about our water usage as well as the rising water and sewer rates. Sewer rates are set to increase in July and it seems inevitable that we will again need to raise our condo fees next year to cover these increased costs.

New Business:

- Trustees set TUESDAY, JULY 26, as the date for our ANNUAL MEETING.

There being no further business, the meeting adjourned at 8:45 p.m.

Our next open meeting will be on Tuesday, June 28, at 6:30 p.m. in the Meeting Room. All residents are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. Speed limit on the property is 10 MPH. Watch out for speed bumps.
2. Water bills are increasing. **Save water!**