

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
June 25, 2013

Present: Karen Burkinshaw, Brian Gauthier, Richard Lacasse, Linda McClay, and Norman Muller. 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 May 28 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the June 11, closed meeting. Vote: Passed.

Slope Remediation Update:

- Karen has consulted with Larry Holmberg of Holmberg & Howe and he recommended our meeting with Ed Severance of Northeast Environmental Solutions to discuss our issue. Trustees will meet with Mr. Severance on June 26.

Finances:

- As of today, we have \$1,925 in arrears involving four owners.
- As of today, we have \$15,437.21 in checking and \$144,259.43 in savings for a grand total of \$159,696.64.

Unit Issues:

- Trustees updated the list and discussed several issues. One unit has water leaking into their cellar when it rains. The foundation of that unit will need to be patched from the outside and this will involve removing and reinstalling front steps.

Grounds/Property:

- Recently, our landscaper failed to properly notify us prior to spreading chemicals on the lawn. He also claimed workers stuck several yellow flags in grassy areas and children removed the flags. We are looking into this.
- The irrigation system seems to be operating properly.
- We are in process of converting outside lights from sodium lights to fluorescent lights to provide better lighting as well as reduce our electricity consumption.
- We have contracted asphalt crack sealing and parking spot patching work and this will be done in the near future.

Buildings:

- The Building 6 deck project is done.
- We are continuing our project to secure all rain gutters on the property.
- We are planning to remove the rear gutter on one section of Building 2 and replace it with rain handlers. If this product works as we expect, we will replace rear gutters on several buildings with rain handlers.

Old Business:

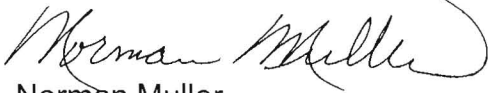
- Trustees finished our first draft revision of our rules and regulations. We anticipate completing this project by the end of summer.

New Business:

- Trustees went over the Annual Meeting packet which will be distributed to owners shortly. Our Annual Meeting will be on Tuesday, July 30.

There being no further business, the meeting adjourned at 9 p.m. Our next open meeting will be our **ANNUAL MEETING on TUESDAY, JULY 30**, at 6:30 p.m. in the Meeting Room. All owners are invited and should plan to attend.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Norman Muller". The signature is written in black ink and is positioned above the printed name.

Norman Muller
Vice President