

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

June 28, 2016

Present: Karen Burkinshaw, Laurine Ferrarini, Richard Lacasse, Norman Muller, and four unit owners.

Ms. Burkinshaw called the meeting to order at 6:35 p.m.

Comments from the Floor:

Q.: There are many holes in the grass. What are they?

A.: We have moles and they tunnel around looking for food. We are taking steps to control them.

Q.: The new sidewalk in front of Building 8 is not level and the drop-offs at either end are a hazard.

A.: We will discuss these issues with our cement contractor.

Q.: Who is responsible for cleaning the back steps of Building 1?

A.: Residents of the building may wish to sweep the steps.

Q.: We had a bee problem in Building 2.

A.: Braman Pest Control took care of it last week.

Meeting Minutes:

- A motion was made and seconded to approve the minutes of the May 31 open meeting. Vote: Passed.
- A motion was made and seconded to approve the minutes of the June 13 closed meeting. Vote: Passed.

Notes from June 13 Closed Meeting:

- Painting of the Meeting Room has begun. A motion was made and seconded to create a list of improvements that need to be done and have the necessary jobs completed to the extent of the amount we budgeted for Meeting Room repairs. Vote: Passed.

Finances:

- As of today, we have \$14,724.52 in checking and \$161,134.38 in savings for a grand total of \$175,858.90.
- We received our quarterly water bill this week in the amount of \$13,254.42. Our irrigation water bill is \$36. We budgeted \$40,000 for water this year and it appears we will seriously go over budget.
- As of today, we have \$2,442 in arrears involving three owners.
- A motion was made and seconded to increase the charge for a 6(D) Certificate from \$60 to \$100. Vote: Passed. This will bring us in line with what other condo associations charge for this service.

Landscaping:

- Grub control chemicals have been applied to all grass areas.
- The irrigation system has several broken heads as well as a few other problems. We hope to correct all these problems later this week.
- We are in process of redoing the landscaping in front of Building 8. A motion was made and seconded to purchase sod for the front of Building 8 at a cost not to exceed \$175.

Grounds/Property:

- The speed bump has been installed and we are monitoring it closely as the bolts seem to work loose.
- The light over the main dumpster area will be replaced this week.
- We will be contacting our cement contractor regarding issues with the newly installed sidewalk in front of Building 8.
- A large hole in the sidewalk in front of Units 17-18 has been repaired.
- We informed our landscapers to NOT park their vehicles in the front entrance. When they park there, it creates a dangerous situation with two-way traffic.
- Sentry Fence has completed perimeter fence repairs.
- Catch basins on the property have been cleaned.
- We still need to schedule inspection of waste pipes for Buildings 4, 5, 6, 7, and 11.

- We are looking into options to deal with the vegetation that grows behind Buildings 4 and 5.
- A large limb that was overhanging the fence was removed from a tree behind Unit 14.
- We are still looking for a contractor that does asphalt repairs. Some of our asphalt berms need to be replaced.

Buildings:

- Building 1 smoke alarms seem to be working properly.
- Unit 1 – 4 doorbells have been repaired.
- Building 4 smoke alarms have been replaced and are all working properly.
- We are in process of hiring a contractor to repair the siding on Building 4.
- Charmstone on the front of all buildings will be inspected and necessary repairs will be made.
- Gutters and downspouts have been cleaned. A few downspouts still need to be adjusted.
- We are looking to replace the front door of Building 11.
- We are looking at options for a new storm/screen door standard.
- New steps are on order for Units 54-55. We expect them in mid July.
- We still need to replace roof trim edge in the vicinity of Units 35, 59, and 68.

Unit Issues:

- Units 9 and 63 are currently for sale.
- We are in process of doing minor exterior and deck repairs.
- We need to have the doorbell systems checked in Building 11.

On-Going/Other:

- As mentioned in our recent newsletter, we will be changing our telephone number effective August 1. The new number is 413-493-8540.

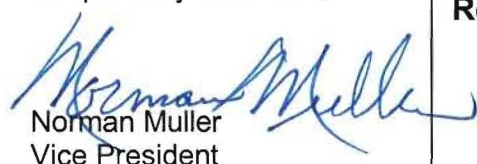
Old Business:

- On June 25, the current newsletter and a blank profile were distributed to all units. Residents need to read the newsletter and complete and return the Profile by August 10th.

There being no further business, the meeting adjourned at 8:20 p.m.

Our next open meeting will be the ANNUAL MEETING on TUESDAY, JULY 26, at 6:30 p.m. in the Meeting Room. Social hour begins at 6:00 p.m. All residents are invited to attend.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. Avoid using the large dumpster area after dark. We have raccoons and they may not be friendly.
2. Trimming of all plants will be done in mid July. Please remove any personal property from planting area that may get in the way of workers. We will not be responsible for damaged items that remain.
3. When placing statues, etc., in plant beds, do NOT block the irrigation system heads. Also be careful where you plant signs, flags, etc., to avoid piercing the irrigation system pipes which are not buried very deep.