

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

June 30, 2015

Present: Karen Burkinshaw, Brian Gauthier, Richard Lacasse, Linda McClay, Norman Muller and three unit owners.

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

Comments from the Floor:

Q.: What is being done about the noise made by people's wind chimes?

A.: Trustees will discuss this later this evening.

Q.: This past winter, walks and berms were damaged by snow removal people. Are they going to pay for the damage?

A.: We will be reimbursed for damage caused to the berms once they are repaired. Damage to the walks is caused by a number of things—age of the walks, heavy use of sand/salt mixture because of the bad winter, and plow damage. Snow cleanup often takes longer than you would like due to several reasons including time of day the clearing can begin after snow ends and because people do not move their vehicles or expect snow removal crew to move their vehicles and then the crew needs to work faster to finish the job and speed often results in carelessness that leads to damage.

Q.: What are the wood steps in front of Building 2?

A.: Two sets of steps are being replaced and the wood steps are in place for residents to use while the new steps and related cement work are being done.

Q.: Someone recently had a new slider installed with unsightly white trim at the bottom instead of the Trex that was used on many sliders.

A.: Many new sliders come with aluminum trim on all four sides. We have several of them on the property.

Q.: Can I replace my old slider with French doors?

A.: Yes.

Q.: There are dead bushes in front of my unit. Can I remove them?

A.: No. The Association will deal with them.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the May 26 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the June 9 closed meeting. Vote: Passed.
- A motion was made and seconded by email to accept a proposal to install a gutter and downspout on the roof over the back stairs of the Meeting Room. Vote: Passed.

Finances:

- As of today, we have \$19,457.51 in checking and \$166,449.13 in savings for a grand total of \$185,906.64.
- As of today, we have \$3,106 in arrearages involving six owners. Three accounts have been sent to collections as they are over three months past due.
- We still need to file our tax returns by September 15.
- Earlier this year, we received a suggestion from our insurance carrier that we make changes to our rules and regulations that would allow for better alignment of our master policy with individual owner condo policies. We will look into this.

Snow Issues:

- We budgeted \$15,000 for snow removal for 2015. To date, we have spent \$19,720 and we could still incur more snow removal expenses later this calendar year. We need to decide how to cover this deficit and we will speak about this at our annual meeting on July 28.

Lawn Care:

- The property was swept last week and six vehicles did not move off the property as we requested. A motion was made and seconded to assess a fine on the offenders. Vote: Passed.
- Shrub beds were weeded recently.
- The irrigation system has been checked however the rain sensors are not as accurate as they should be. We will need to look into this issue.
- All of our contractors have supplied us with proof of insurance.
- Laurine Ferrarini of Unit 84 has offered to serve as liaison between the Trustees and our two landscape contractors. We are pleased to have her help us with this important job. Thank you, Laurine.
- Weeds have sprung up in the cracks between the walks and the asphalt. Karen will get a price from Gleason & Johndrow to remove the weeds.
- Trustees discussed adding faucets to the irrigation system. We will choose one or two locations and get prices to do this.

Buildings:

- Gutters and downspouts were cleaned last week.
- Building 4 deck support project has been completed.
- We received a status report on all of our decks. The Building 11 decks need additional support work. Depending on the costs involved, we may be able to start this project this year.
- One owner decided that the shutters on their unit needed repainting and was going to do this. We informed the individual that shutters are common elements and unit owners are not allowed to make changes to common elements. The Association will deal with this issue.
- The gas company inspected all meters and above-ground piping on the property today. They were checking for leaks.
- We still need to get prices to have rain handlers installed on the rear of Building 3.

Grounds/Property:

- Braman sprayed for pests at the beginning of June. There will be two more applications this year.
- We are still working on a design for a new entrance sign.
- The floor drain in the back stairs to the Meeting Room needs to be cleaned out. Karen will arrange this.
- Now that our lot has been swept, Brian will contact Mr. Sealgood to have the asphalt cracks patched.
- We still need to get prices to repair damaged asphalt berms.
- We are getting prices to replace about 300 feet of our sidewalks. In talking with concrete contractors, we learned that concrete sidewalks could be damaged by using many of the ice melt products available. Even though these products claim to be safe, with continuous use, they will cause the surface of the concrete to crumble. One way to minimize this damage is to apply a concrete sealer to all concrete surfaces. Since this is a new concept to us, we will need to do some research and possibly plan to include this in our future maintenance plans.
- We received a proposal from Mass Tree to remove a dead tree from the triangle area and also clear a three-foot wide path on the other side of the fence from the rear corner of Building 4 to the far rear corner of Building 2. A motion was made and seconded to have this work done. Vote: Passed.
- We will get prices from Mass Tree to remove several invasive bushes in the triangle area and replace with the appropriate kind.

New Business:

- Two units are currently for sale and three others may be for sale soon.
- Trustees discussed the complaint we received about noise from wind chimes that some people have on their decks. We live in close proximity to each other and, as we all have different likes and dislikes, we need to be tolerant of other people's actions. Current wind chimes do not rise to the level of excessive noise and Trustees have decided to take no action at this time. The complainant will be notified of our decision.
- We are still looking for people to join the Board of Trustees. If you are interested, please contact us at 388-1221.

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

Our next open meeting is the ANNUAL MEETING and this will be held on Tuesday, July 28, at 6:30 p.m. in the Meeting Room. All owners are encouraged to attend. Renters are also welcome to attend.

Respectfully submitted,



Norman Muller
Vice President

ANNUAL MEETING
Tuesday, July 28 at 6:30 p.m. in the
Meeting Room
Plan to attend!!! It's your Association.