

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Open Meeting Minutes
July 28, 2015

Present: Karen Burkinshaw, Richard Lacasse, Linda McClay, and Norman Muller

Ms. Burkinshaw called the open meeting to order at 8 p.m.

Organization of the Board: Trustees have agreed to assume the following assignments:

President:	Karen Burkinshaw
Vice President/Clerk:	Norman Muller
Treasurer/Web Master:	Richard Lacasse
Member at Large:	Linda McClay
Member at Large:	Luann Canedy

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the June 30 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the July 14 closed meeting. Vote: Passed.

Finances:

- As of today, we have \$14,113.06 in checking and \$169,730.94 in savings for a grand total of \$183,844.00.
- We currently have \$4,036 in arrearages involving eight owners. Three of the eight owners are in collections.
- Our 2014 taxes have been completed and filed.

Snow Removal Issues:

- Our 2015 budget for snow removal was \$15,000. To date, we have spent \$23,930 on snow removal resulting in a shortfall of \$8,930. The majority of owners at the Annual Meeting were in favor of having an assessment to cover this shortage. After some discussion, a motion was made and seconded to levy an assessment of \$75 on two-bedroom units and \$60 on one-bedroom units and to use the \$4,000 in the mulch line item of our budget to cover this shortage. Vote: Passed. By taking these two actions, we will raise/reallocate \$10,375 to the snow budget. Owners will have until October 31 to pay this assessment.

Buildings:

- Building 2 step project is completed and temporary steps have been removed.
- Norman will ask Tom to submit a proposal to reinforce the supports of the Unit 85-86 decks to bring them up to current building code requirements.
- The Building 4 roof has had several leaks over the past few years and two of the garden units have stained ceilings. A motion was made and seconded to ask Energy Savers of America to update their 2014 quote and then schedule the roof replacement. Vote: Passed.
- One of the downspouts on the right of Building 5 has deteriorated and needs work. This underground pipe conducts water from the building down the hill behind the building. We will ask Tom for a quote to replace this pipe.
- We have three quotes to replace the sidewalks in front of Building 5. We will ask Tom to gather more information from Set in Concrete, Inc., and report back to us.

Grounds/Property:

- Work continues on the new entrance sign project.
- Norman will contact Mass Tree to get a price to remove a dead tree behind Building 1, prune the sick birch tree between Buildings 2 and 3, and remove dead bushes in front of Unit 60.
- Now that plantings in the triangle area have been trimmed, we may not need to remove some of the overgrown bushes that were causing problems.

New Business:

- Unit 27 was sold recently. Unit 85 is still for sale and Units 3 and 36 will be going on the market soon.

There being no further business, the meeting adjourned at 9:10 p.m. Our next open meeting will be on Tuesday, August 25 at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminder:

This is your Association. You have the right to have your questions, concerns, and comments addressed by the Trustees. You can reach us by placing a written note in our condo mailbox, calling our answering service, or emailing us. You can also attend the open meeting held on the last Tuesday of every month.

If you do not communicate with us, the problem is truly yours.