

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

August 10, 2021

Present: Karen Burkinshaw, Don Dominique, Richard Lacasse, Norman Muller, Rosemary Thompson, and two unit owners.

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

Comments from the Floor:

Q.: I did not know the standard storm door style changed. I ordered a new one from Lowe's in a style I liked more.

A.: Several years ago, the standard style became unavailable so the Trustees did research and arrived at a new standard. This information has been included in many meeting minutes, many newsletters, and on our website for several years. To be consistent with the property look, the door should be "colonial" and have two panels on the bottom half of the door and *either* all glass or screen on the top half or one-quarter glass and one-quarter screen on the top half. Review the choices on our website at www.clearviewheights.org. Please contact the Board if you are thinking about a new storm door.

Q.: Can I hire a landscaper to fix the plantings in front of my unit?

A.: Please provide us with a plan showing what kinds of plants you intend to install so we can approve it first. Remember, once a plant/bush is planted, it becomes the property of the Association and can be moved or removed if deemed necessary and/or appropriate.

Q.: We should replace some of our dead plants with Red Twig Dogwoods. They look good year round.

A.: We will look into this.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the July 27 business meeting. Vote: Passed.

Finances:

- As of today, we have \$2,396.26 in checking and \$153,938.43 in reserves for a grand total of \$156,331.69.
- Since today is the 10th, a report on arrearages is not available yet.

Landscaping:

- We previously approved the clean-up of the island in front of Unit 69 and the removal of ground cover in front of Unit 76 but our landscaper has not done these projects yet.
- Norman and Don plan to check the irrigation system later this week.

Grounds/Property:

- Mike Theroux still needs to raise the catch basin in front of Unit 75.

Buildings:

- The downspout behind Unit 48 still needs to be addressed.
- The Unit 67 deck repairs, including replacement of one of the footings, have been completed.
- We are looking into replacing broken shutters on Building 5.
- The cellar wall crack at Building 1 is scheduled for later this fall.
- On July 30, an email motion was made and seconded to hire Sexton Roofing to replace the Building 2 and 5 roofs. Vote: Passed. Roof shingles were delivered today and the work is planned for next week. Affected residents have been notified.

- Many of the steps on the property need to have caulking done between the steps and the buildings.
- The new Unit 38-39 railings have been installed.
- We need to treat the concrete patch in front of the Unit 46 entrance.

Unit Issues:


- Trustees discussed several unit issues.

New Business:

- Future meetings: August 24 and September 7.

There being no further business, the meeting adjourned at 8:40 p.m. Our next meeting will be on Tuesday, August 24, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

REMINDERS:

1. If you hire contractors to work in your unit and/or you have new furniture, etc., delivered to your unit, you are responsible to insure that these people do NOT deposit anything in our dumpsters. Our dumpsters are to be used by our residents only for the disposal of regular household trash and recycling.
2. Speed limit is still 10 MPH. Slow down!
3. When walking your pets, please be sure they do not urinate on our walks, especially in the mailbox and dumpster areas. The urine attracts other animals to do the same, is smelly, and people then carry it into their homes on their footwear.

CONDO FEES

Your condo fee is due on the **1st day** of every month and is considered late if received after the 10th of the month. The first ten days of the month are a “grace” period. Currently, mail generally takes between 3 and 5 days to be delivered. The United States Postal Service has announced that, beginning on October 1, postal service may be slowed down in many parts of the country. If you have your bank automatically send us your condo fee payment, you may wish to adjust the date your payment is to be sent to accommodate this new slowdown. Please remember that the first ten days of each month is the “grace” period and there is no extension on the “grace” period. Checks received after the 10th of the month are **LATE**, and a \$10 late fee will be assessed. You may bank at a local bank but your automatic check may be mailed from some other part of the country. It is your responsibility to know how your bank handles automatic payments. Thank you for your attention to this issue.