

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

August 19, 2014

Present: Karen Burkinshaw, Richard Lacasse, Linda McClay, Norman Muller, and two unit owners.

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

Comments from the floor: None

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the July 29 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the August 11 closed meeting. Vote: Passed.

Finances:

- As of today, we have \$14,537.59 in checking and \$141,777.39 in savings for a grand total of \$156,314.98.
- As of today, we have \$2,164 in arrears, involving six owners.
- As of today, 52 owners have paid their entire assessment and 17 owners have not yet begun to pay. The other owners are paying in monthly installments.

Lawn Care:

- A substitute lawn care service mowed our grass last week. We will talk with our landscaper to insure these people park in an appropriate spot in the future.

Unit 85:

- We are in close communication with our attorney on this matter. No other updates to report.

New Mail Box Structure:

- Construction should be completed this week. The next step is to contact the Chicopee Post Office to have Post Office locks installed. After that, keys to the new individual mailboxes will be distributed and a cutover date will be announced.
- At our August 11 closed meeting, Trustees noted that the new mailboxes have the unit numbers etched on the front outside door of each box. The unit number and resident's name have been affixed to the inside of each box, where the mail carrier can easily see it. A motion was made and seconded that anyone writing or affixing any labels of any sort on the outside doors of the mailboxes would be billed for the removal of such things and may also be subject to a \$25 fine. Vote: Passed.

Buildings:

- The two front doors of Building 1 will be painted next week.
- The siding and steps of Building 6 were power washed last week. The front steps of Buildings 5 and 7 and the side steps of Unit 86 were also power washed.
- A motion was made and seconded to hire Tom Stebbins to remove the old gutters and downspouts on the back of Building 2 and install Rain Handlers and Door Brellas in their place. Vote: Passed.
- We are still looking into an appropriate repair for the Unit 27-28 deck issue.
- Approximately 12 owners have contacted Bingle Electric to have their AC disconnect boxes replaced. Richard Bingle will be out on August 21 to look at the job and make arrangements to do the work.
- During last week's heavy rain storm, three owners reported leaks in their basement foundations around the area where the waste pipe exits the building.
- A motion was made and seconded to hire Tom Stebbins to patch the outside of the foundation around the waste pipes of Units 19 and 35. Vote: Passed.
- A motion was made and seconded to hire Tom Stebbins to investigate and repair the leakage problem in the front corner of the Unit 39 foundation. Vote: Passed.

Unit Issues:

- Several people have not turned in 2014 Profiles. We will contact them and request they be turned in by August 31 so we can update our records.

Grounds/Property:

- Additional asphalt striping was done near the small dumpster area.
- The entire irrigation system, including rain sensors, seems to be running properly at this time.
- We are getting prices to repair the light over the large dumpster area. We looked into changing the light to an LED light but that is too costly at this time.

There being no further business, the meeting adjourned at 8:10 p.m.

Our next open meeting will be on Tuesday, September 30 at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,

A handwritten signature in blue ink that reads "Norman Muller". The signature is written in a cursive style with a large, sweeping initial "N".

Norman Muller
Vice President