

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

August 24, 2021

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

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

Comments from the Floor:

Q.: There are a lot of low-hanging branches behind Building 2.

A.: We will check on this.

Q.: The tree in front of Unit 51 has branches hitting the building.

A.: That tree and the other trees in front of Buildings 6 and 7 are in very poor condition and need to be removed. We will start getting quotes to do this.

Q.: Tree branches are falling behind Buildings 6 and 7. This past weekend, a large branch fell from a tree and damaged our perimeter fence.

A.: We will need to have the fence damage repaired. We will also put Chicopee Mason Supply on notice that their trees need attention.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the August 10 meeting. Vote: Passed.

Finances:

- As of today, we have \$15,208.59 in checking and \$157,910.43 in reserves for a grand total of \$173,119.02.
- As of today, we have \$7,954 in arrearages involving 4 owners. Due to the recent deaths of two owners, two units owe a combined amount of \$7,940. Both of these units are on the market and payments will be resolved in the 6(d) process. The remaining amount, \$14, is owed by two other owners.

Landscaping:

- Most plants on the island in front of Unit 69 were removed and we now need to decide what to do with that area. The island in front of Unit 75 was weeded. Juniper was removed from the front of Unit 76.
- Don gave us the final report on the landscaping survey. We received 76 responses with 37 rating our landscaping as Excellent, 30 Good, 7 Fair, and 2 Poor. Thanks to everyone who participated.

Grounds/Property:

- The catch basin in front of Unit 75 still needs to be raised.
- The fence behind Building 7 needs to be repaired. A large branch fell on it.
- Asphalt crack sealing and repairs to damaged parking spots will be done in the fall.
- The bird feeding issue at Building 7 seems to be solved.

Buildings:

- The Buildings 2 and 5 roof replacements are being done this week.
- We are still getting prices to replace some of the shutters on Building 6.
- Many of our gutters are not working well during heavy rains because they are no longer pitched correctly. We will make minor repairs as needed but we intend to replace the gutters as soon as possible with larger ones. We anticipate this to be a multi-year project.

- The rain handlers behind Buildings 1 and 2 are in poor condition and need to be replaced. We will look into this.
- A motion was made and seconded to approve our revised Slider Policy dated August, 2021. Vote: Passed.
- We still plan to have the front cellar wall of Unit 3 repaired in the fall.

Unit Issues:

- All 2021 Profiles have been received. Thank you all for your prompt returns.
- Trustees discussed other unit issues.

New Business:

- We are starting to collect information on renewing our master insurance policy. The policy comes up for renewal in January, 2022.
- Future meetings: September 7 and September 21.

There being no further business, the meeting adjourned at 8:40 p.m. Our next meeting will be on Tuesday, September 7, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

REMINDERS:

1. It has been a hot summer. Have you checked/changed your furnace filter lately?
2. Speed limit is still 10 MPH. Slow down!!!
3. Is your vehicle leaking and staining your parking spot? If so, have your vehicle repaired and clean up the stain. Leaking fluids will cause the asphalt to deteriorate and crumble. The cost of replacing large sections of asphalt would be prohibitive.

INTERIOR UPDATES TO YOUR UNIT

Our property is now 32 years old and many people are undertaking major remodeling projects. As an owner, you are free to re-do the interior of your unit as you wish with the following provisions:

1. We ask that you notify us of any major updates such as new kitchen, new bathroom, hardwood floors, finishing your basement, etc., so we can make a note of this for insurance purposes. Anything that increases the value of your unit will necessitate increasing the coverage of our master insurance policy.
2. You need permission from the Association **before** making any alterations to the common elements and/or the structure of the building. If your plans include moving or removing walls or moving water lines or electric lines that service other units, we need to know **before** you do anything.
3. If you are not sure whether or not it is OK to make a change, please contact the Association **before** you proceed. If you do not obtain permission to make changes and problems occur, you might be responsible for any damage you cause.