

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

August 28, 2018

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, Al White, and five unit owners.

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

Comments from the Floor:

Q.: We have had a few break-ins lately. Can the police patrol our property more often at night?

A.: If you discover a break-in, you should immediately report it to the police. This will alert them to keep a closer watch on our area.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the August 14 meeting. Vote: Passed.

Finances:

- As of today, we have \$27,016.25 in checking and \$190,374.65 in savings for a grand total of \$217,390.90.
- As of today, we have arrearages of \$542 involving three owners.

Landscaping:

- Our hot, wet weather has caused a weed problem. We thought of hiring someone to come in and weed the plant beds and got a price of \$40 per hour. We will look at other options.
- Fertilizer will be applied on Thursday, August 30.
- We received a quote of over \$20,000 to completely re-grade the back of Building 5 as well as add several inches of loam and reseed the area. Since new sink holes could appear due to decaying vegetation underground, we did not feel this kind of repair was appropriate at this time. A motion was made and seconded to hire Taylor-Davis to fill in the holes behind Building 5 at a cost of \$450. Vote: Passed.
- The dead bush near the transformer between Buildings 1 and 2 has been replaced.

Grounds/Property:

- A motion was made and seconded to hire Tom Stebbins to install drains in front of Building 5 to carry downspout water under the walk at a cost not to exceed \$1,500. Vote: Passed. Final details will be worked out with Tom.
- The broken Unit 9-10 front steps were discussed. We were not able to find additional step suppliers in our area to provide quotes or viable alternatives. During our executive session, a motion was made and seconded to hire Flagg-Palmer to replace the steps with new ones. Vote: Passed.
- We received quotes to repair the trip hazard at the large dumpster area. A motion was made and seconded to hire Gardner Construction to do the repair at a cost of \$342. Vote: Passed.
- We still need to address overhanging tree branches behind Buildings 6 and 7. We are now waiting for quotes to come in to do this job.
- The wood skid that was left behind our large dumpster has been disposed of thanks to Denis Chabot.
- Asphalt crack repairs will be done later this year.
- We are still waiting for information on a surround for the small dumpster area.

Buildings:

- A motion was made and seconded to hire Pro-Tech to repair foundation cracks and leaks in Building 5 at the rates listed. Vote: Passed.
- Pressure washing of buildings and decks was discussed. We received four quotes but we need to get clarification on several issues before we can determine exact costs and make a decision.
- We received two quotes for roof replacement. During our executive session, Trustees decided that we would replace another roof this year. A motion was made and seconded to move forward with a roof replacement for Building 3. Vote: Passed. More details will follow.
- Gutter replacement on Building 4 will be done on or about September 25-26. The downspout on the front corner of Unit 16 will also be replaced at that time.
- We are still getting quotes for common hallway cleaning.
- We are waiting for prices to have the Meeting Room floor cleaned and sealed.
- A door closer will be installed on the front door of the Meeting Room.
- Don Dominique is working on a cellar window inventory and condition report for the Board.
- We have two sets of deck stairs that need repairs. We will have this done ASAP and we will be inspecting all decks to assess their condition.
- Door and drawer handles have been installed in the Meeting Room kitchen. Trim painting continues.
- Work on the front downspout extension of Unit 9 will be done later this week.

Unit Issues:

- The sale of Units 12 and 37 are pending.
- We still need to finish the outside faucet project at Unit 41.
- We still need to install new front door lights at Building 4.
- We have received most of the 2018 Profiles. Thank you.
- Dead sod in front of Unit 72 will be replaced in the fall.

New Business:

- Future Meetings: September 11, September 25, October 16, October 30. All meetings are held at 6:30 p.m. in the Meeting Room.

There being no further business, the meeting adjourned at 9:00 p.m.

Our next meeting will be on Tuesday, September 11, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. Speed limit is still 10 MPH. SLOW DOWN!!!
2. Please break down boxes before placing them in the recycling dumpster. It gets emptied only every two weeks and fills up quickly when boxes are not broken down.