

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

August 29, 2017

Present: Karen Burkinshaw, Luann Canedy, Laurine Ferrarini, Richard Lacasse, Norman Muller, Al White, and ten unit owners.

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

Comments from the Floor:

Q.: When are the sidewalks in front of Building 9 being replaced?

A.: Sidewalks are replaced only when they deteriorate enough to present trip hazards or other danger. We are not looking to replace any more sidewalks in the immediate future.

Q.: What about the roof on Building 9.

A.: This is on our agenda when we get to the buildings part of the meeting.

Q.: The lights have finally been turned off on the path to the playground.

A.: Yes.

Q.: Are there plans to increase the height of the fence behind Building 1 to deter intruders?

A.: We will be talking with the police next week to see what steps might help the problem.

Q.: Speeding on the property is a big problem. What can be done about it?

A.: Warnings and fines can be issued but we would need people to report incidents with all the pertinent information. People give us license plate numbers and, if it is a visitor, we have no way to trace them. Since many people do not give us their license number when filling out their profiles, our list of license plates on the property is not complete.

Q.: The landscaping in front of Building 1 is skimpy looking and not nice.

A.: Most of the landscaping is new and needs time to fill out. We will be discussing landscaping this evening but our landscaping budget is limited.

Q.: Can the Board issue a No Trespassing Order against an individual whom I do not want on the property?

A.: We need to discuss this in detail and we also need to run this by our attorney.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the July 25 open meeting with an addendum showing that Joyce Lincourt volunteered to serve as an assistant to the Board of Trustees and that the offer was declined at this time. Other volunteer efforts are available and appreciated. Vote: Passed.
- A motion was made and seconded to accept the minutes of the August 8 Closed Meeting. Vote: Passed.

Notes from August 8 Closed Meeting:

- Trustees spent an hour going over the first half of a new resident handbook authored by Luann. We will continue this at future meetings.
- Weed Man has been providing chemical applications to our landscaping this year through our landscaper. We are not happy with the quality of their service and have communicated this to our landscaper who has indicated he may use a different supplier after this year.
- We are gathering information on possible storm door styles because the Harvey "Classic" style is being discontinued. We will put this information out to all owners for a vote so we can establish a new storm door standard for the property.

Finances:

- As of today, we have \$14,958.34 in checking and \$169,228.34 in savings for a grand total of \$184,186.68.
- As of today, we have arrearages of \$524 involving four owners.
- Later in the meeting, Trustees went over the July financial report.

Welcome/Social Committee:

- Lisa Kelliher gave a handout to everyone describing the function of the committee. The committee would contact new residents to welcome them to the community, and in the case of people who are not familiar with this area, would be able to help them to find the goods and services they need such as

grocery stores, pharmacies, the library, etc., so they become more comfortable with the area. This committee would not take the place of or compete with the information the Association gives to new owners.

- The committee would also hold some social activities designed to get people together to better know their neighbors and develop more community spirit.

Outdoor Grill Committee:

- Luann reported that they are contacting other condo associations, insurance agencies, the fire department, etc., to get a better feel for how this issue is being handled.

Meeting with Chicopee Police:

- Because of recent criminal activity on the property, we have arranged a meeting with the Chicopee Police here in our Meeting Room on Tuesday, September 5 at 6:30 p.m. All residents are invited. Emails will be sent to everyone and a notice will be posted on our bulletin board about this meeting.

Insurance Resolution:

- The purpose of this resolution is to better mesh the Master Insurance Policy with individual condo owner policies. It also covers the size of the Master Policy deductible and delineates who pays the deductible in the event of a claim. The law firm of Marcus, Errico, Emmer and Brooks, P.C. (MEEB) helped us with this project.
- A motion was made and seconded to accept the Insurance Resolution as drafted by MEEB. Vote: Passed.

Resident Handbook Review:

- In view of the length of tonight's agenda, this is tabled until our next meeting.

Landscaping:

- Now that the new sidewalk is done, the irrigation system in front of Building 3 has been repaired and is working.
- We received a quote of \$2,500 to repair/replace the grass in front of Building 3 as well as a couple of other small areas with sod. Laurine will schedule this.
- Tomorrow, "Snapshot" will be sprayed on all plant beds.
- All plantings in the triangle area have been trimmed.
- We need to replace the batteries in some of the rain sensors that still use replaceable batteries.
- Later in the meeting, Trustees discussed landscaping in general, the many landscaping-related complaints we receive, and the prohibitive cost of caring for the variety of plants currently on our property. We are considering returning to a plan that would have only foundation plantings in front of all buildings and where all other plantings would be prohibited.

Grounds/Property:

- Fence repairs were completed; however, another section of fence was damaged today by a lawnmower.
- We need to get a quote to have the perimeter fence between Buildings 2 and 3 pressure washed.
- Our hill remediation project is done and the Certificate of Compliance will be filed with the Hampden County Registry of Deeds. We have been directed to have the area inspected twice a year for the next two years.
- Al White has agreed to work on the entrance sign.
- We need to schedule asphalt crack repairs as well as a few changes in parking spots.
- Pest control will be applied to the exterior of all buildings on September 1.

Buildings:

- The hallway-facing sides of all doors in the Unit 5-8 common hallway were painted yesterday. We received a quote to repair new damage to the walls in that hallway and will schedule repairs after a new tenant moves in. The unit owner responsible for the damage will be billed for these repairs.
- We need to rekey the lock on the Unit 1-4 rear entry door.
- Mass Save did their on-site inspection last week and we are now waiting for their report. Once we receive the report, they will offer their services to all owners in a direct mailing to unit owners.

- We still need to address the roof ridge vent at Building 5.
- A motion was made and seconded to replace the front downspouts on Building 7 with larger ones. Vote: Passed.
- It appears one of the fake dormers on Building 9 is causing a roof leak. We have had the roof inspected and we are waiting for a quote to have the roof replaced.
- Laurine is still working on the exterior faucet project.
- We still need to check the water pressure-reducing valves in each building.
- Last weekend, Laurine repainted the Unit 83-84 common hallway as well as the new front door. Thank you, Laurine.
- We need to order batteries so we can replace the backup batteries in all the smoke alarms located in common areas on the property.
- We just learned that 150-watt equivalent LED bulbs are now available. We will start to use these in outdoor post lights as the current bulbs fail.
- We have received quotes to have railings installed on the front of Buildings 2, 6, and 10. This project may not be addressed until spring, 2018.

Unit Issues:


- The Unit 5-8 common hallway has some damage that needs to be repaired.
- We received a request from Unit 9 to modify the outside patio area. Laurine and our landscaper need to look at this proposed project.
- Unit 14 is still waiting to hear from our landscaper about damage to her slider caused by a lawnmower.
- Tom needs to inspect new sliders at Units 14 and 15.
- The storm drain cover behind Unit 16 was damaged recently and needs to be replaced.
- We need to apply loam and sod to the area of the Unit 26 deck stairs.
- The perimeter fence behind Unit 26 was damaged by a lawnmower and needs to be repaired.
- One owner wants to have a deck pressure washed. We need to look at the cost of water to do this job so we can bill the owner for the water.
- Unit 72 reported a stain on a bedroom ceiling. We are looking to repair/replace that roof.
- The storm drain cover behind Unit 77 is broken. We need to have it repaired.
- Unit 83 reported trouble with the new doorbell system. His control box was replaced today.

New Business:

- We are compiling a list of small electrical projects that need to be done and we are gathering information about rates, minimum hours, etc., from two electricians. We expect to have the work done before winter.

There being no further business, the meeting adjourned at 9:20 p.m. Our next open meeting will be on Tuesday, September 26, 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 10 mph on the property. SLOW DOWN!!!
2. Have you changed the batteries in your smoke alarms this year? Have you checked the age of your smoke alarms?
3. Cooler weather is coming. Change your furnace filter and clear the space around your furnace so it can breathe.
4. Lock your vehicles. Secure your unit. Watch for strangers on the property and call the police, if you see anything suspicious.