

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
August 30, 2016

Present: Karen Burkinshaw, Luann Canedy, Laurine Ferrarini, Richard Lacasse, and Norman Muller.
There were no other unit owners present.

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

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the July 26 open meeting which followed the Annual Meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the August 16 closed meeting. Vote: Passed.

Notes from August 16 Closed Meeting:

- The Building 8 landscaping project is complete.
- Repair work and touch-up painting on Building 4 will be completed this week. The Unit 60 front door will also be painted this week.
- Our telephone number has changed. Our new number is 493-8540.
- Last week, the Trustees attended a Water Department Meeting held at the Chicopee Library. The Water Department continues to make improvements to the system and introduced a 50-year plan. Rate increases will need to be implemented in the future to fund planned improvements.
- Trustees briefly looked at our year-to-date expenses. We are concerned about our water expense and maintenance line items and we will need to closely monitor these two areas.

Finances:

- As of today, we have \$10,308.26 in checking and \$158,849.32 in savings for a grand total of \$169,157.58.
- As of today, we have \$365 in arrearages involving two owners.

Landscaping:

- The area behind the large dumpster has not been cleared yet. We expect this to be done this week.
- We are continuing to experience minor problems with our irrigation system.

Grounds/Property:

- The entrance sign project continues.
- Vegetation has been trimmed behind the fence behind Buildings 3, 4, and 5.
- Our waste pipe inspection project is temporarily on hold.
- We are closely monitoring our speed bump.

Buildings:

- Work on Building 4 is done.
- We are still working on a new screen/storm door standard.
- Front door replacement on Buildings 4 and 11 are on hold until spring.

Unit Issues:

- Unit 9 is still for sale.
- Unit 18 current renters are moving.

- Unit 60 front door has been painted.
- Unit 83-86 buzzer system needs replacement. We are still waiting for a quote from Holyoke Lock.

On-Going/Other:

- Our old telephone number has been discontinued. Our new number is 493-8540.
- Three units still have not turned in completed profiles.
- The picnic/potluck on August 20 was a great success and enjoyed by all who attended. Our thanks go to Sue Bewsee and her committee who worked on this.

New Business:

- Trustees discussed proposed changes to our current parking policy. We will vote on this at our next meeting.
- Our rules and regulations were last updated in 2014. Trustees discussed whether they needed to be updated and also talked about creating a resident handbook. Discussions will continue.

There being no further business, the meeting adjourned at 8:30 p.m.

Our next open meeting will be on Tuesday, September 27, at 6:30 p.m. in the Meeting Room. All residents are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. It has been a very dry season. Please be careful when disposing of smoking materials outside as mulch and dry vegetation can easily catch on fire. We have already had two fires this summer—one in a bush and one in a grassy area.
2. Have you checked your furnace filter lately? If you run your air conditioning, the filter needs to be replaced periodically. Check your owner's manual for the proper replacement interval.
3. Break down ALL boxes before depositing them in the recycling dumpsters.
4. Speed limit on the property is 10 MPH. Slow down!!!