

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes
September 7, 2021

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, and two unit owners.

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

Comments from the Floor:

Q.: A unit owner would like to replace the plantings in front of her unit and presented Trustees with a drawing showing the plants she would like to purchase and install. She asked for financial help from the Association.

A.: Trustees will look more closely at the plans and also discuss this request. While the owner plans to pay for the plants as well as installation, the Association would need to pay to have the current plantings removed and replanted in other spots on the property.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the August 24 meeting. Vote: Passed.

Finances:

- As of today, we have \$13,273.49 in checking and \$150,491.40 in reserves for a grand total of \$163,764.89.
- It is too early in the month to report on arrearages.
- In order to replace the Building 2 and 5 roofs this year, Mr. Sexton told us we could take until June of 2022 to pay the full amount owed at no interest. The Trustees decided to accept Mr. Sexton's offer and to pay in monthly installments. The alternatives to this repayment plan would have been to pay the entire invoice which would leave us with a very low reserve balance or levy an assessment on all owners.
- Trustees reviewed recent changes to our 6(d) form which is required for anyone selling their unit.

Landscaping:

- We are waiting for a quote from Mass Tree to remove the 5 dogwoods from the front of Buildings 6 and 7.
- A motion was made and seconded to have Setter apply lime to all grass areas at a cost of \$250. Vote: Passed.
- Trustees discussed reseeding or slit seeding grass areas but did not agree on a plan of action.
- Trustees discussed what types of plants to place on the island in front of Unit 69. No decision was made.
- We need to have the knotweed behind Buildings 3, 4, and 5 sprayed again. We will get a quote.

Grounds/Property:

- The Chicopee Water Department is shutting off all water between Midnight and 2 a.m. Wednesday morning for maintenance. We sent an email to all residents about this.
- Trustees will be meeting with Ed Severance to look at and discuss the slope behind Building 2.
- Last week, Braman took care of a few bee problems on the property.
- Mike Theroux will raise the catch basin in front of Unit 75 in the near future. He will also caulk between front steps and buildings where needed and seal the concrete patch at Unit 46.
- We have hired Fairview Fence to repair the perimeter fence behind Building 7. We have not yet been given a start date for this work.
- Asphalt crack filling and parking spot repairs will be done later this fall.

Buildings:

- Most of the smoke alarms in the common areas of Building 11 expired last week in a blaze of nonstop chirping. All 11 alarms were replaced this past weekend with combination smoke/carbon monoxide alarms.
- Some of our gutters are no longer pitched properly causing water to spill over the edge during heavy rains. Our plan is to do only critical repairs as we will start to replace all the gutter/downspout systems next year. So far, Buildings 4 and 10 have had new gutter systems installed.
- Tom Stebbins will be repairing faulty roof flashings on three buildings this month.
- We are looking at various ways to repair the cellar wall crack at Unit 3.
- Now that the Building 2 and 5 roofs have been done, this completes our re-roofing project. We started replacing building roofs in 2014 and we replaced all 11 roofs since then.

Unit Issues:

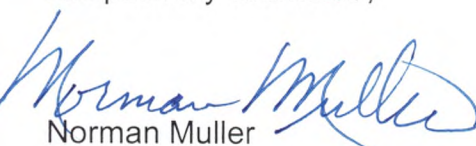
- Three owners have reported small water leaks in their cellars during recent heavy rains. We are investigating.

New Business:

- Trustees will meet with Paul Lesukowski in early October to discuss insurance updates and other issues related to our master insurance.
- Future meetings: September 21 and October 5.

There being no further business, the meeting adjourned at 8:45 p.m. Our next meeting will be on Tuesday, September 21, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. Smoke alarms have a lifespan of about 8 years. Check the date of manufacture on the underside of your alarms and plan accordingly. Most alarms fail without advance warning.
2. Our dumpsters are for residents to dispose of normal trash and recycling only. Do not deposit old TV's, computers, rugs, furniture, paint, stain, etc. Anything that is not normal household trash needs to be brought to the facility on Baskin Drive.

EXTERIOR CHANGES TO YOUR UNIT

There are rules in place regarding exterior changes to your unit. Here is a brief summary. For more information, read our Rules and Regulations and other information on our website.

Windows: New windows must have full screens, be the same style as the old windows and be vinyl or aluminum coated on the outside. Color must match other windows on your building.

Storm doors: Full policy including acceptable styles is on our website. Read **BEFORE** you purchase a door or contract to have one installed.

Front doors: Must look exactly like the one you are replacing.

Plants: You can plant annuals in the flower beds without permission. Before planting bushes, trees, perennial plants, etc., you must request permission from the Association every time you want to plant something.

*In general, you should check with the Board **BEFORE** making any exterior changes to your unit.*