

# A Clearview Heights Newsletter

NOVEMBER 2019

VOL. 25 NO. 2

Welcome to everyone who has recently moved to Clearview Heights this year!

## CONDO FEES FOR 2020

The Board passed the budget for 2020, which results in a small increase in the monthly condo fees. The **2020 Budget** is enclosed.

Effective January 1, 2020 the new fees are:

- **\$245.00 per month for a 2 bedroom unit**
- **\$192.00 per month for a 1 bedroom unit**

Reminder: please put your unit number on your check.

Consider arranging with your bank to have them send your monthly condo fee each month. This will save you remembering to pay your condo fee on time and save you the cost of the check, envelope and a stamp. Remember that your condo fee is due the 1<sup>st</sup> of the month. Any checks received after the 10<sup>th</sup> are late and a \$10 late fee is applied.

## RULES AND REGULATIONS

With this Newsletter are our updated Rules and Regulations that are effective January 1, 2020. This document was last updated January 1, 2014. If you are an owner or a renter, please be sure to follow these **Rules and Regulations**. A copy is on our website [www.clearviewheights.org](http://www.clearviewheights.org). Violators may be fined.

## CHRISTMAS TREES & HOLIDAY LIGHTS

For those who put up a live Christmas tree, once you take it down and remove **ALL** decorations, you need to dispose of your tree by taking it to the Chicopee DPW at 115 Baskin Drive in Chicopee.

If you install outside holiday lights, be sure electrical cords are away from walkways and covered to avoid tripping.

## TRASH & RECYCLING

Republic is now responsible for our trash and recycling replacing Waste Management. The new dumpsters are larger and shaped differently. Please be sure to throw your trash or recyclables as far back into the dumpster as possible. Only the following goes into the **RECYCLING DUMPSTER**:

- Cardboard Boxes must be emptied then **FLATTENED**
- Paper (Not tissue paper, wrapping paper or wax paper). If the paper is shredded, put it into a paper bag before putting it into the dumpster.
- Clean metal food/beverage cans
- Clean glass food/beverage bottles
- Clean plastic food/beverage containers stamped with a 1, 2 or 5.

**EVERYTHING ELSE GOES INTO THE REGULAR TRASH DUMPSTER.** Please tie up your trash bags. **ALL TRASH MUST BE PLACED INSIDE THE DUMPSTER.** Please close the doors when finished.

**Reminder:** ALL BULK ITEMS **MUST** BE TAKEN TO THE CHICOPEE DPW at 115 Baskin Drive. Call them at (413) 594-3557 to make arrangements or go on line at [www.chicopeema.gov/842](http://www.chicopeema.gov/842) for additional information.

## SNOW REMOVAL PROCEDURE

Please familiarize yourself with our **Snow Removal Procedure** (Attachment H of the Rules and Regulations.) If you have a car on the property, it is **YOUR** responsibility to clean it off and move it **BEFORE** our snow removal team comes to plow your area. If you are unable to do this, please have your car stored off the property for the winter season. **Failure to move your car can result in it being towed. You can also be fined \$25.00.**



### PLEASE KEEP THE LIGHTS ON!

The days are short, it gets dark early and folks walking for their mail or with their pets, etc. need to see. Winter is coming and so are icy and snowy sidewalks. Light from everyone's front porch light will help everyone.



### SLOW DOWN!

The posted speed limit on the property is **10 m.p.h.** Please be sure you and your guests keep to the speed limit.



### PLEASE DON'T LITTER!

Littering in the front entrance area continues. If you have an idea on how to stop this, please let us know. Unfortunately, cameras are not an option.



### CONTACTING THE TRUSTEES

Call the answering service 24/7 at (413) 493-8540 or e-mail us at [Clearviewheights@aol.com](mailto:Clearviewheights@aol.com) Monday - Friday, 9:00 a.m. to 5:30 p.m. **Please do not call a Board member directly or tell them about a problem or an idea while you are outside socializing.**



### VISIT OUR WEB SITE

A lot of information is posted on our website at [www.clearviewheights.org](http://www.clearviewheights.org). There you will find meeting minutes, our By-Laws, Rules & Regulations and other information. If you think anything else should be posted, please let us know.



### BOARD OF DIRECTORS

Karen Burkinshaw, President  
Norman Muller, VP/Secretary  
Dick Lacasse, Treasurer  
Rosemary Thompson, Director  
Al White, Director

## EXTERIOR SALT AND SAND USE

If you need to treat the ice on your steps and walkway, please use the Sand/Ice Melt mixture provided in the container in the mailbox structure. This is the **ONLY** approved product that can be used as any other chemical formula will null and void our warranty on the new sidewalks and steps. **BE SURE TO KEEP THE LID TIGHTLY CLOSED SO RAIN AND SNOW CAN'T GET IN AND FREEZE THE MIX.** If the sand becomes wet and freezes, it is unusable.

## REPAIR & REPLACEMENT AND MASTER INSURANCE POLICY

The Condo Association carries a master insurance policy on all the buildings and common elements such as decks, siding, roofing, steps, rails, etc. Condo owners should maintain individual insurance coverage for your personal property and the other items outlined in the insurance resolution that can be found on our Web site at [www.clearviewheights.org](http://www.clearviewheights.org). Please review the resolution with your insurance agent to make sure you have the proper coverage based on the Association's coverage.

## REPORTING A PROBLEM

**It is each owner's responsibility to report problems (413) 493-8540 as soon as they occur and to follow up the call with a written communication to the Trustees** containing all pertinent information. Our e-mail address is [clearviewheights@aol.com](mailto:clearviewheights@aol.com). Our mailing address is: Clearview Heights Board of Trustees, 200 Lambert Terrace No. 87, Chicopee, MA 01020.

## CAPITAL IMPROVEMENTS MADE IN 2019

The roof of Building 1 (Units 1 – 8) was replaced. The gutters on Building 10 (Units 76 – 81) were replaced. New railings were added at Units 78-79. Building 4 hallway windows were replaced. As the property ages, other capital improvements will be done as the need arises.

## REMINDERS

Snow on the top of your vehicle must be removed per state law.

USE OF DECKS: Our decks meet the building code requirements that were in effect when they were constructed. They are **not** designed to hold an unlimited amount of weight, such as plants, furniture and/or people. Please use common sense and do not overload your deck.

MASTER INSURANCE POLICY: If you need verification of coverage under the Master Insurance Policy, please call Berkshire Insurance Group at **(413) 935-1200**.

SAFETY FIRST: Be sure all your smoke and CO detectors are hooked up, not out of date and have fresh batteries. If your furnace requires an annual check-up and it's overdue, schedule an appointment. Be sure to keep one or more working fire extinguishers in your unit – one should be in your kitchen. Do not leave candles unattended and make sure they are away from anything flammable like curtains.

PARKING: There is **NO** parking at any time in front of the mailboxes, in front of or near the dumpsters or on the right side of the entrance when entering the property. Violators will be fined and possibly towed.

FURNACE FILTER: The change of seasons is a good time to change your furnace filter. It will help keep your air clean and your furnace working efficiently.

FLAMMABLE MATERIALS: These need to be kept away from your furnace and water heater.

PROFILE UPDATE: Please provide a new PROFILE (available on our website) if any information previously reported has changed (ex. you have a new car or another person has moved in).

NOISE: Party noises, construction, barking dogs, loud TVs, etc. can be disturbing to your neighbors. Such noise should not begin before 8:00 a.m. and must end by 10:00 p.m. If someone is having a loud party late at night and you are disturbed, **call the police** at (413) 592-6341. Violators may be fined \$25.00 if a complaint is received.



## SECURITY

Be vigilant and attentive at all times. Be sure to:

- Lock your unit doors and windows;
- Lock your car doors;
- Report crime to the police;
- Call the police if you see someone on the property who doesn't live here and/or is exhibiting suspicious behavior;

Keep exterior lights on at night.



## PETS

All pets are to be kept within the units and are not allowed outside unless supervised and leashed. All dogs and cats must be leashed while being walked. Owners are required to clean up after their pets.



## DON'T FEED THE BIRDS OR OTHER WILD ANIMALS

Throwing food outside your unit and feeding wild animals is not allowed as it attracts animals we don't want around like raccoons, skunks, etc.



## OUTSIDE FAUCETS

If you have an exterior water faucet, be sure the water is turned off from inside your unit to keep the pipe from freezing. If you need help, please call our answering service.



## SELLING OR REFINANCING

If you are selling or refinancing, you'll need a 6(d) Certificate. The request form is on our website. Be sure you send your request at least 10 days before your closing to timely receive your 6(d) Certificate.

