

# A Clearview Heights Newsletter

NOVEMBER 2009

VOL. 15 NO. 2

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*Welcome to everyone who has recently moved to Clearview Heights. Six new owners have moved in since this time last year.*

## BOARD OF DIRECTORS FOR 2009-2010

Karen Burkinshaw, President  
Norman Muller, Vice President  
Dick Lacasse, Treasurer  
Lynn Donah, Secretary  
Steven Judd, Director

## CONTACTING US

If you need to contact us, you can call the answering service 24/7 at 388-1221. You can also e-mail us at ClearviewHeights@aol.com.

## CONDO FEES FOR 2010

The Board has passed the budget for 2010 which results in an increase in the monthly condo fees. The condo fees for the 2 bedroom condos will be increased to \$185.00 per month and to \$145.00 for the 1 bedroom units. Enclosed you will find a copy of the approved Budget. The reasons for the increase are twofold: 1) as our property is aging (it is over 20 years old) it is becoming more expensive to keep our property in top condition and 2) we want to continue with the deck replacement at a faster pace than funding from the reserves will allow. As you no doubt know, the decks on two more buildings were replaced over the summer. Our goal is to replace all the decks within the next 4 years. A set of coupons and mailing labels are also enclosed.

## PICKING UP YOUR ANNUAL COUPONS, ETC.

The dates for picking up your annual coupons etc. are as follows: Saturday, November 28<sup>th</sup> 10:00 a.m. – 1:00 p.m. and Monday, November 30<sup>th</sup> 4:00 – 7:00 p.m. Please try to make it to the Meeting Room one of these times. We request that everyone picks up his/her own coupon packet. Thank you.

## PAYING YOUR CONDO FEES

If you pay by personal check, please be sure to include a **coupon** with each payment. If you have direct pay, please be sure your unit number appears on the check. Monthly condo fees are due the 1<sup>st</sup> of each month; any fees **received after the 10<sup>th</sup> of the month** are assessed a **\$10.00 late fee**.

## SECURITY

Luckily, over the last 20 years, we have had very little crime on the property. You can help prevent crime by doing the following:

- If you see someone on the property who doesn't live here and/or is exhibiting suspicious behavior, call the police.
- If you have been the victim of any crime, report it to the police.
- Leave your front light on at night as light deters crime. To cut down on the cost of running the light every night, install a fluorescent bulb, and install a motion sensor light on your back deck.

## TRASH & RECYCLING

Recycling became easier this year when "single stream recycling" was introduced. No longer do we have the toters, but instead there is one recycling dumpster in each trash area. To recycle properly, paper, glass, plastic and metals containers go into the single stream recycling dumpster. The following items, typically found and used around the holidays, can only be put into the trash dumpster and NOT the recycling bins:

- Gift wrap
- Ribbon
- Tissue paper
- Bows
- Tinsel
- Plastic bags
- Packing peanuts
- Plastic packing material
- Bubble wrap
- Styrofoam
- Boxes with plastic coating or windows

Cardboard boxes should always be broken down.  
**REMINDER: No bulk items can be discarded in**

**any of the trash containers at any time of year.** This includes rugs, construction debris, furniture, grills, coolers, TVs, etc. **ALL BULK ITEMS MUST BE TAKEN TO THE CHICOPEE DUMP. VIOLATORS WILL BE FINED!**

We will **NOT** be renting a dumpster for live Christmas trees. For those of us who put up a live Christmas tree this year, once you take your tree down and remove the decorations, you can either 1) take the tree to the Chicopee landfill on New Lombard Road (at the end of route 291) or 2) you can place your clean tree against the left outside wall of the dumpster area between units 26 and 27.

We anticipate heavy usage of the dumpsters over the two-week Holiday period between December 24<sup>th</sup> and January 8<sup>th</sup>. Please make sure you recycle appropriately, consolidate your trash and use tied trash bags for your trash. **ALL TRASH MUST BE PLACED INSIDE THE DUMPSTER WITH THE DOORS CLOSED.** Do not leave any trash or recyclables in or around a trash area that does not fit into an appropriate container. This causes an unsightly mess that has to be cleaned up. If food is involved, animals are attracted. We are making arrangements for either another trash container or an extra pickup. We expect a lot of extra trash between December 24<sup>th</sup> and January 8<sup>th</sup>. Please cooperate and keep Clearview Heights looking nice throughout the holidays.

### **FEEDING THE BIRDS AND OTHER WILD ANIMALS**

Reminder: in accordance with our Rules and Regulations, no wild animals (including birds) are to be fed at any time. While we might like the idea of lovely song birds coming to feed at our feeders, in reality, the shells of the seeds make a mess on the ground, and nuisance birds (pigeons and starlings) and other animals like squirrels, raccoons and skunks, are attracted to the food. There are health risks associated with nuisance birds. Bird droppings often contain a fungus that, if touched by humans, can result in histoplasmosis, a debilitating disease that causes flu-like symptoms. Birds can serve as carriers of various life threatening diseases including avian flu, West Nile virus and salmonella. An increase in bird populations can substantially increase the

potential for human beings to contract a disease. Birds can also cause significant property damage. Bird droppings, such as those from pigeons and starlings are not only unsightly, but are also corrosive and can accelerate the aging of structures and affect structural stability. Other birds, such as woodpeckers, can create holes in wood and/or damage siding. Building 4 had woodpecker damage two years ago that had to be repaired. Throwing food outside your unit is strictly prohibited.

### **HOLIDAY LIGHTS**

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

### **SNOW REMOVAL PROCEDURE**

We will once again be passing out the snow removal procedure (for moving cars) when you pick you your annual coupons. Each year we receive complaints that the procedure is not followed. That is because we don't all move our cars when the plow is ready to plow the appropriate area. The situation is worsened when residents anticipate a snow storm and move their cars to the entrance or onto Worthington St. before a storm even gets started. If we all follow the Snow Removal Procedure (copy attached), it will work correctly. Vehicles not moved in a timely manner are subject to being towed at the owner's expense.

### **FRONT DOOR LIGHTS**

If you live in Units 1-8 or 26-34, please remember to turn on the outside and hall lights at night. It becomes a safety issue when someone comes home in the dark and trips or slips because it's dark.

### **STATUS OF DECKS**

There are 96 decks on the property. To date, 34 decks (the part you walk on) have been replaced. Individual boards in the privacy walls were replaced where needed. Additionally, all the supports under the decks on Building 5 (Units 35-42) were replaced as was the landing and stairs for Unit 82. The deck replacement project will continue for several more years.

## **OUTSIDE FAUCETS**

If you have an exterior water faucet, be sure the water is turned off to keep the pipe from freezing.

## **UPDATE ON STRUCTURAL CONCERNS**

The water that caused the wash-out area near the bottom of the hill behind Building 2 has been diverted so that hill will not suffer further erosion. Next spring the Trustees will determine if any filling or plants need to be added to fill in the area that had eroded.

## **IMPROVEMENTS TO YOUR UNIT**

We remind you that in accordance with Article VI, Section 11 of our By-Laws, no construction or remodeling can be done **without Board approval**.

## **EXTERIOR SALT USE**

With winter coming upon us and the ice that is sure to be part of it, we all want our steps and walkway free and clear. For years the accepted product to use was Rock Salt. However, rock salt is very corrosive. It breaks down cement, and asphalt, causes our iron railings to rust out more quickly and kills plants. We have not allowed contractors who remove our snow to use rock salt in over 15 years. Instead they use a sand/ice melt mixture. We request that if you feel it is necessary to put something on your steps and walkway for ice, that you use only sand (provided in barrels throughout the property), or ice melt.

## **WATER CONSERVATION**

We remind you to please conserve water and help reduce our water expense by fixing dripping faucets and running toilets; not running the water unnecessarily; setting the water level in your washing machine to the lowest appropriate level; and running your dishwasher only when it is full.

## **REPORTING A PROBLEM**

If you are aware of a problem, please report it by calling 388-1221 **and** send a write up of the

problem to the Board. You can e-mail it to: [clearviewheights@aol.com](mailto:clearviewheights@aol.com) OR mail it to: Clearview Heights Board of Trustees, 200 Lambert Terrace No. 87, Chicopee, MA 01020. By reporting a problem promptly, we will be able to address it promptly and perhaps save us all some money.

## **COMPLAINT PROCEDURE**

From time to time, one or more residents does or fails to do something that causes a problem, or breaks a rule or regulation. An example might be a neighbor's guest who parks in your reserved parking space. You should call 388-1221 and write to the Board and explain the nature of the complaint, the date and time of the occurrence. If you write a letter, be sure to sign it. The Board will review the complaint and if appropriate, take steps to remedy the problem. The Trustees are empowered to impose a fine or take more immediate action. At no time during the process will the name of the person(s) who has (have) made the complaint be divulged.

## **BY-LAWS & RULES AND REGULATIONS**

We are all responsible for following the Rules and Regulations and the By-Laws. If you need a copy, please send a request to the Board.

## **REPAIR AND REPLACEMENT POLICY**

The Condo Association carries a master insurance policy on all the buildings. This master policy covers from the outside of the siding in to the wall studs including siding, roofing, steps, rails, etc. If your unit is mortgaged, your lender requires you to carry condo owner insurance coverage on it. If you do not have a mortgage, you still need to maintain insurance coverage to cover your personal property. Your condo insurance should cover everything from the studs in including the sheetrock, ceilings, flooring down to the floor joists, and all your personal property including carpeting, furniture, etc.

Your monthly condo fee covers the cost of the master insurance policy in addition to upkeep and normal maintenance of the common areas such as deck, siding, roofs and asphalt replacement among other things. These are all examples of your condo

fees at work for you. **Your condo fee does not cover damage caused by an act of God such as rain, wind, sleet, or vandalism to the inside of your unit.** Such damage should be covered by your condo owners insurance.

The master policy covers and the Association is responsible to repair and correct any structural damage that is reported to the Trustees. It is your responsibility to call the Association (388-1221) and report problems as soon as they occur and to follow up the call with a written communication to the Association containing all pertinent information.

### **ASPHALT**

As you know the asphalt resurfacing was completed a couple of years ago. To keep it looking nice and in good shape, everyone is asked to be sure your car doesn't drip any fluids that would cause the asphalt to deteriorate. If necessary, individual spots will be repaired at the owner's expense and fines levied.

### **WINTER MONTHLY MEETINGS**

To reduce our heating expense of the Meeting Room, our winter meetings will be held in the lower level meeting room at the Chicopee Public Library on Front Street starting at 6:30 p.m. The dates are January 26, February 23 and March 30. All are welcome to attend.

### **WINTER USE OF THE MEETING ROOM**

Due to the high cost to heat the Meeting Room, it is not available to rent between November 15, 2008 and March 31, 2009. Booking the Meeting Room for events will resume in April, 2009.

### **THANK-YOUS**

Thanks to Denis Chabot helping to put out our flags and taking them all down this year.

### **REMINDERS**

**SPEED LIMIT:** There is a posted speed limit of **10 m.p.h.** on the property. People have been observed driving well above the speed limit. Please be sure you and your guests adhere to the speed

limit. If excessive speeds continue, the Trustees will have to reconsider replacing the speed bumps.

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

**MASTER INSURANCE POLICY:** If you need a "Proof of Coverage" (Binder) please call 388-1221 or send an e-mail to [clearviewheights@aol.com](mailto:clearviewheights@aol.com).

**SCREEN/STORM DOOR:** The screen/storm door is your responsibility. If you are going to install one for the first time or replace your old one, it must conform to the standard which is a Harvey Classic. Beaulieu Home Improvement on Grattan Street has this door in stock.

**MEETING MINUTES:** Minutes of Board meetings are posted by the mail boxes for everyone's information. **Do not remove them for any reason.** If you provided your e-mail address on your Profile, you will receive Meeting Minutes via e-mail.

**PETS:** In accordance with Article Three of our Rules and Regulations, all pets are to be kept within the Units and may not be 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.

**FURNACE FILTER:** The change of seasons is a good time to change your furnace filter. It will help keep your air clean and help your furnace work more efficiently. When changing your filter, be sure to move all flammable materials away from your furnace and water heater. Also, flammable liquids should not be kept inside your unit. This includes propane canisters for your gas grill.

**MOVING OR REFINANCING?:** Remember that if you are moving or refinancing, you'll need a 6(d) Certificate showing you don't own the Association any money as of the date of closure. Be sure you contact the Association at least 10 days before the closing to request the form.

*The Board members wish you all a very Happy Holiday season.*