

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

MINUTES OF THE ANNUAL MEETING

July 31, 2007

Present: Karen Burkinshaw, Norman Muller, Dee Desroches, Mike Carmody, Dick LaCasse, Ken Tamsin and 31 unit owners.

Refreshments were served from 6:00 p.m. until the meeting was called to order by Karen Burkinshaw at 6:35 p.m. She welcomed all new unit owners into the community and then introduced the members of the board.

Introduction of New Manager / Ken Tamsin

Ken gave us an overview of his management background and his views on our own property and his assessment of the function of the board of trustees.

Minutes:

Ms. Burkinshaw made a motion to waive the reading of the minutes of the 2006 Annual Meeting, as they had been included in the pre-meeting mailing.

The motion was seconded and the VOTE PASSED.

Review of our Financial position:

Karen Burkinshaw went over the financial report, and discussed where we are in relation to our 2007 budget.

Water expense continues to be a big problem. The board continues to consider and discuss individual meters for each unit.

The treasurer reported the following as of July 31, 2007:

Checking	\$7,051.08
Savings	\$34,439.30
United CD	<u>\$53,846.10</u>
	\$95,336.48

Questions/comments from the floor:

C: Thanks to the board for their continued hard work. Good job!

C: We need a long range strategic plan for deck improvements/replacement.

C: Plans to have a “community” picnic in August – pending interest from unit owners

Improvements made in the last year:

The secretary, Dee Desroches read the list of projects/work accomplished since last year’s annual meeting.

- 13 new owners in 2006 - 2007
- Entire property was repaved with no assessment to the unit owners
- Rebuilt the dumpster enclosure using some of the existing framework to save money
- Brought a second dumpster onto the property
- Created strategy to replace all old existing smoke/CO detectors; purchased and dispensed detectors.
- Gutter problems addressed and repaired hopefully for the last time – for a long time.
- Common hallway doors replaced, repaired and painted on building one.
- Removal of many dead shrubs and landscape design submitted and completed for building 6

- Many decks were repaired on buildings 2 and 4; stairs shored up and boards replaced. Set of stairs replaced on building one and new handrail installed
- Parking policy for the property was revised and redistributed

Recycling / Trash Status Reiterated: Dick LaCasse

Please be aware of the dumpster restrictions. A list of items that **cannot** be put into the dumpster has been posted in the meeting minutes on many occasions.

The Chicopee dump is easy to get to, and it creates revenue for the city.

Large or restricted items must be brought to the dump.

Be sure to flatten boxes and cartons before you put into the paper receptacle and if it's full, take away to the other recycle area..

The new trash area will eventually be enclosed.

Reminders: Norman Muller

PLEASE:

Always send coupons with your condo fee payment. Payments must be received no later than the 10th of each month, otherwise there will be a late fee.

Send in completed profiles by the deadline – separately or with your condo fee payment.

- We need a telephone number – even if unlisted – we won't tell.
- We need to know your mortgage lender
- Some of the information we need to know is only so that we are properly insured

Any storm door replacements must conform to the "Classic" style, which can be purchased from either Philip Beaulieu (413-532-3400) on Grattan St. in Chicopee or Julien Drapeau Home Improvements (413-596-2641) in Wilbraham.

Dogs must ALWAYS be on a leash and owners must pick up after their pets. Please report any offenders in a note sent with your condo fee payment.

For any problems in your unit or anything that you want to report to the board - please call the manager (388-1221) and include a note with your condo fee payment.

Things that the board **must** be notified of:

- Cracks in the foundation
- Leaks
- Mold

Two open board positions needed to be filled as Karen Burkinshaw, (President) and Norman Muller (Vice president) terms expired on 7/31/07. There were no nominations. Karen and Norman agreed to stay on for another term. The secretary cast the deciding vote and Karen and Norman were reelected

Copies of the by-laws are available for \$15 and should be provided to new owners by the previous owner, Also the condensed version of the *Rules and Regulations* should be provided by the previous owner.

Karen thanked everyone who attended as well as members of the board for their work throughout the year.

There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,



Dee Desroches
Secretary