

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

October 19, 2021

Present: Karen Burkinshaw, Don Dominique, Richard Lacasse, Norman Muller, and three unit owners.

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

Comments from the Floor: None.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the October 5 meeting. Vote: Passed.

Finances:

- As of today, we have \$19,395.43 in checking and \$151,523.14 in reserves for a grand total of \$170,918.57.
- As of today, we have \$7,340 in arrearages involving 5 owners. One unit owes us a significant amount and we anticipate collecting it when the unit is sold.

Snow Removal:

- Trustees reviewed our snow removal contract and we will now give it to Mass Tree for their review. We expect to execute a new contract soon.

Legal:

- The Chicopee Conservation Commission will sign a new Certificate of Compliance at their October 20 meeting and this should correct an error made over 30 years ago.

Landscaping:

- Slit seeding was done behind Buildings 6 and 7 and on the entrance side of Buildings 1 and 7.
- The arborvitaes behind Buildings 6 and 7 were trimmed.
- We had to delay shutting down the irrigation system so the grass seed that was planted could be watered. We anticipate shutting the system down by mid-November.
- The second pruning of plants as well as cutting down of grasses, etc., will happen later this month.
- Knotweed and other invasive vines behind Buildings 4 and 5 were treated.

Grounds/Property:

- Don added a longer downspout extension in the front corner of Units 48 and 49. Thanks, Don.
- We are still waiting for remedial work on the slope behind Building 2 to get done.
- We anticipate Mike Theroux will do several projects soon.
- Fence repair behind Building 7 has been done. We will now submit the invoice to Chicopee Mason Supply since it is their tree that fell and caused the damage.
- Asphalt crack sealing should be done later this week.
- We need to schedule fall gutter/downspout cleaning but the bulk of the leaves have not fallen yet.

Buildings:

- We need to order the rain handlers soon so they can be installed before winter.
- The Building 1 and 4 smoke alarm backup batteries have been replaced.

- We still need to have all the charmstone inspected.
- Pro-Tech looked at the Unit 3 foundation crack and we are now waiting for a quote from them.

Unit Issues:

- Trustees discussed several unit issues.

2022 Budget:

- Trustees began discussing our 2022 budget. We reviewed our current budget and constructed a tentative budget for next year. We also assembled a list of possible projects that we might want to do next year. We expect to finalize our 2022 budget at our next meeting.

New Business:

- Future meetings: November 2 and November 16.

There being no further business, the meeting adjourned at 8:30 p.m. Our next meeting will be on Tuesday, November 2, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President

Reminders:

1. Speed limit is still 10 MPH. Slow down!
2. Cold weather is coming. Have you located your ice melt can, your snow brush and your snow shovel yet? Have you reviewed our snow removal policy located in our Rules and Regulations yet?