

# CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

## Meeting Minutes

March 22, 2022

Present: Karen Burkinshaw, Don Dominique, Richard Lacasse, Norman Muller, Rosemary Thompson, and four unit owners.

Ms. Burkinshaw called the meeting to order at 6:30 p.m.

### Comments from the Floor:

Q.: Some residents are allowing their cats to go outside, unleashed, and are not picking up after them. All pets need to be on a leash on the property and owners need to pick up after their pets.

A.: We will look into this issue and send out reminders.

### Meeting Minutes:

- A motion was made and seconded to accept the minutes of the March 8 meeting. Vote: Passed.

### Finances:

- As of today, we have \$37,061.44 in checking and \$127,800.77 in reserves for a grand total of \$164,862.21.
- As of today, we have \$11,601.99 in arrearages involving four owners. One owner owes the majority of that amount and this will be taken care of when the unit is sold.
- We still owe \$15,910 on our 2021 roof replacement project and this should be fully paid by this June. The money is taken from our reserve account each month.
- Our tax preparation is still a work in progress.

### Landscaping:

- We are getting quotes for tree and shrub replacements for various spots on the property.
- We plan to use Setter Landscaping again this year. A motion was made and seconded to accept Setter's quote of \$2,850 per month for eight months for specific landscaping services for the year. Vote: Passed. Special requests or projects would be billed separately.
- We have identified five special projects that we will get quotes for from Setter and Mass Tree.
- We have signed a contract with Greenstuff for chemical applications for the season.

### Grounds/Property:

- We need to contact Ed Severance to look at the slope behind Building 2 to determine if additional work is needed.
- We have a sink hole behind Building 5 that needs attention.
- Mike Theroux's project list includes the catch basin in front of Unit 72, the cellar patio pads in Building 2, and correcting the gaps between several front steps and the buildings.
- Trustees further discussed a new front entrance sign. A survey sent to residents about the color of the new sign was returned by 35 owners. Nineteen wanted the lighter blue, 14 preferred the darker blue, and two had no opinion. Thanks to all who participated.

### Buildings:

- We are waiting for Mr. Gutter to schedule gutter replacement on Buildings 2 and 6.
- We still need to have the rain handlers installed on the back of Buildings 1 and 2.
- We are getting quotes to have the charmstone on several buildings repointed this year.
- We are getting quotes on new electric meter hardware for Building 2. The current equipment is original and is starting to become problematic.

- Some areas of siding on some buildings are in need of cleaning. We will make a list of areas that need cleaning and get quotes to have the work done.
- We are still waiting for Pro Tech to schedule work on the Unit 3 cellar wall.
- A motion was made and seconded to accept the quote from Blanchard to install new railings on the front of Building 2. Vote: Passed.

Unit Issues:

- Trustees discussed several unit issues.

New Business:

- Future meeting: April 5.

There being no further business, the meeting adjourned at 8:30 p.m. Our next meeting will be on Tuesday, April 5, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller  
Vice President

**REMINDERS:**

1. Keep your can of ice melt handy. We could still have snow.
2. Dumpsters are for regular household trash and recycling only. Take your old furniture, rugs, computers, TV's, vacuum cleaners, etc., to the city dump or call a cleanout service. None of these things should be placed in our dumpsters.
3. If dumpsters are full, do NOT leave bags of trash in the dumpster areas. Take it home and redeposit it after the dumpsters are emptied.
4. Weather is improving and people are out more. Please be sure all pets (dogs and cats) are on a leash when outside and also pick up after your pets.