

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION

Meeting Minutes

July 26, 2016

Present: Karen Burkinshaw, Luann Canedy, Laurine Ferrarini, Richard Lacasse, and Norman Muller.

Ms. Burkinshaw called the open meeting to order at 8 p.m.

Organization of the Board:

Trustees agreed to assume the following positions:

President: Karen Burkinshaw

Vice President/Clerk: Norman Muller

Treasurer/Webmaster: Richard Lacasse

Member at Large: Luann Canedy

Member at Large: Laurine Ferrarini

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the June 28 open meeting. Vote: Passed.
- A motion was made and seconded to accept the minutes of the July 12 closed meeting. Vote: Passed.

Notes from July 12 Closed Meeting:

- Richard found a math error in the checkbook register that happened in early June. The corrected totals as of our June 28 open meeting are: \$12,655.03 in checking and \$161,134.38 in savings for a grand total of \$173,789.41.
- A motion was made and seconded to complete the landscaping in front of Building 8 to include installation of sod and appropriate plantings at a cost not to exceed \$3,500. Vote: Passed.
- A motion was made and seconded to hire Mass Tree to trim vegetation behind the perimeter fence in back of Buildings 3, 4, and 5 and apply chemicals to control the bamboo at the price quoted. Vote: Passed.
- A motion was made and seconded to hire Asphalt Paving & Maintenance, Inc. (APMI), to seal asphalt cracks and replace various sections of berm at the price quoted. Vote: Passed.
- A motion was made and seconded to hire Letendre Painters to do repairs to the upper half of Building 4 at the quoted price. Vote: Passed.
- A motion was made and seconded to hire Letendre Painters to paint the Unit 60 front door at the quoted price. Vote: Passed.
- Trustees discussed the recent lack of civility which is occurring on the property. Some owners seem to think it is OK to use offensive and abusive language when communicating with a Board member.
- An email vote was taken to approve sod installation in front of Building 8 by Mass Tree at the quoted price. Vote: Passed.
- An email vote was taken to approve the quote by Tom Stebbins to perform all the tasks on his To Do List at the price quoted. Vote: Passed.

Finances:

- As of today, we have \$10,052.88 in checking and \$155,175.04 in savings for a grand total of \$165,227.92.
- We currently have a total of \$745 in arrears involving two unit owners.

Landscaping:

- Mole activity is down as a result of a grub control application as well as the heat and dry weather.
- We continue to have minor problems with our aging irrigation system.
- All that remains to do in front of Building 8 is to apply mulch in the plant beds.
- It appears that Gleason & Johndrow now subcontract chemical applications on our property.

Grounds/Property:

- The lamp post at the end of Building 9 has been replaced and payment has been received from the insurance company.
- Vegetation behind Buildings 3, 4, and 5 has been cut down.
- Front sign issue continues.

Buildings:

- It appears some wood trim has been replaced on Building 4 and we are now waiting for the repaired areas to be repainted.
- We are still researching suppliers for new front doors for Buildings 4 and 11.
- Charmstone cleaning, repointing, and sealing on Building 8 has been done.
- We are still doing research on a new storm/screen door standard.
- New steps at Units 54-55 will be installed later this week.
- We will hold off on most Meeting Room repairs until later in the year.

Unit Issues:

- Unit 11 reported a problem with the rear deck stairs. We will investigate.
- Unit 9 is currently for sale.
- Unit 63 seems to have a buyer.
- Most of the unit issues are listed on Tom's To Do List and will be taken care of soon.

On-Going/Other:

- As of August 1, our new telephone number will be 493-8540.
- After much research and discussion, the concept of individual water meters seems to be dead.
- Trustees discussed our year-to-date budget and the certainty that our water bills will exceed the budgeted amount by over \$10,000. Trustees decided to hold off on all discretionary expenditures, formulate a plan to deal with the overage, and budget more realistically for next year.

There being no further business, the meeting adjourned at 9:15 p.m.

Our next open meeting will be on Tuesday, August 30, at 6:30 p.m. in the Meeting Room. All owners are invited to attend.

Respectfully submitted,



Norman Muller
Vice President