

CLEARVIEW HEIGHTS CONDOMINIUM ASSOCIATION
Meeting Minutes
July 30, 2019

Present: Karen Burkinshaw, Richard Lacasse, Norman Muller, Rosemary Thompson, and Al White. There were no other unit owners present.

Ms. Burkinshaw called the meeting to order at 7:40 p.m.

Comments from the Floor: None

Organization: A motion was made and seconded to retain Trustees in their current positions for the coming year. Vote: Passed. The slate of Trustees is as follows:

Karen Burkinshaw – President
Norman Muller – Vice President/Clerk
Richard Lacasse – Treasurer/Webmaster
Rosemary Thompson – Director
Al White – Director

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the July 9 meeting. Vote: Passed.

Finances:

- As of today, we have \$2,997.43 in checking and \$190,861.84 in reserves for a grand total of \$193,859.27.
- As of today, we have \$1,758 in arrearages involving five owners.
- One of our CD's is maturing in August. At that time, we will renew it at the best available rate.
- We have not yet received the results of our financial audit.
- Trustees reviewed finances and discussed the recent re-building of the catch basin in front of Unit 75. A motion was made and seconded to cover the \$3,500 re-building cost from reserves instead of from our maintenance budget as this work was a replacement and not a repair. Vote: Passed.

Landscaping:

- On July 30, Setter's arborist inspected all trees on our property. We should receive a report of this inspection soon.
- Annual pruning of plantings was completed last week.
- As of now, all major work on the plant beds has been completed. **IT IS NOW OK TO PLANT ANNUAL FLOWERS AND PLACE DECORATIONS IN THE FRONT MULCH BEDS.** Please make sure all decorations are placed not closer than 8 to 10 inches from the edge of the grass. Anything placed closer to the grass may be damaged by lawnmowers. We thank everyone who waited to place plants and decorations in the plant beds.

Grounds/Property:

- We still need to have all our catch basins inspected for structural integrity.
- Changeover to a new dumpster company has been delayed. We cannot proceed to refurbish the large dumpster area until this changeover has been done.
- New deck skirting has been installed on the side of the Unit 26 deck. Let us know what you think so we can begin to replace our current deck skirting.

- A motion was made and seconded to hire Tom Stebbins to add deck skirting to the decks at Units 82, 83, and 84. Vote: Passed.
- Fairview Fence should do our perimeter fence repairs soon.
- Knotwood behind the perimeter fence has been cut down. The knotwood battle continues.
- We hope to have most or all of our outside lamp posts repainted this year. Carolyn Sowa has volunteered to help with this project.

Buildings:

- Sexton Construction is due to replace the Building 1 roof in late August.
- New sensor lights will be installed at the two front entrances to Building 1 after the roof replacement project has been completed.
- We expect to address the peeling paint on the Building 1 front doors later this summer.
- We are waiting for one more quote for a railing system for the front of Building 10.
- All damaged or missing caps on the Meeting Room chairs have been replaced.

Unit Issues:

- Trustees discussed several minor unit issues and affected owners will be contacted individually.

Old Business:


- Trustees expect to continue updating our Rules and Regulations in August.

New Business:

- Future meetings: Tuesday, August 13 and Tuesday, August 27.

There being no further business, the meeting adjourned at 8:50 p.m.

Respectfully submitted,


Norman Muller
Vice President

Reminders:

1. Speed limit is still 10 MPH. SLOW DOWN!!!
2. It is now OK to plant annual flowers and add decorations to the plant beds. Be sure to keep everything 8 to 10 inches from the edge of the grass and do not obstruct irrigation heads with decorations.
3. In an emergency, would you know how to shut off the water or gas to your unit? Do you know where your electrical breaker box is? Do you know how to reset a popped breaker? As an owner it is your responsibility to know how to do these things.
4. Break down and flatten all boxes before placing them in the recycling dumpster.