

CLEARVIEW HEIGHTS CONDO ASSOCIATION

Meeting Minutes September 29, 2026

Present: Brian Gauthier, Brian Dominick, Carolyn Sowa, and 10 unit owners representing 10 units.

Mr. Gauthier called the meeting to order at 6:30 p.m noting that a quorum was present.

Meeting Minutes:

- A motion was made and seconded to accept the minutes of the August 25, 2026 meeting. Vote: passed unanimously

Announcement: An announcement was made that Jennifer Vincelette resigned from the board on Monday, September 28. She was thanked for her service. With her resignation, there are now 2 board positions and 2 assistant positions available.

Finances:

- Checking: \$56,700.18 Reserves: \$383,022.04 Total: \$439,722.22
- Arrearages: \$592 involving three unit owners

Landscaping:

- A motion was made and seconded to accept the quote from Setter to regrade, rock, mulch and plant in front of Units #41 & 42 for a cost of \$1,000. Vote: passed unanimously

Grounds and Property:

- Sage Engineering began work on the slope repair on Tuesday, September 29, 2026. Work is scheduled to be completed Wednesday, September 30, 2026
- The funding for the slope repair will be through a combination of funds from the Reserve account and one additional monthly condo payment. The additional condo payment will provide \$27,185. The balance of \$35,027 will be paid from the reserve account. Payment of the additional condo payment will be due by December 31, 2026.
- A motion was made and seconded to impose a supplemental assessment equal to one additional condo payment of \$320 for two bedroom units and \$253 for one bedroom units to raise \$27,185 to cover, in part, the slope repair. Vote: passed unanimously
- A motion was made and seconded to accept a supplemental budget with an increase of \$27,185 to cover, in part, the slope repair. Vote: passed unanimously
- The list of small miscellaneous projects given to our handyman is expected to be completed by the end of October.

Buildings:

- The work on the steps on Units #19 & #20 to restore it to its normal height has been completed.

- On September 23, 2026, following the Special Information meeting a motion was made and seconded to accept a quote from Mike Theroux to caulk the gaps between the steps and the charmstone for units #19 & #20 for a cost of \$250. Vote: Passed unanimously.
- We have replaced 6 sets of steps/railings. Unfortunately, the contractor removed 1 set of steps in front of the wrong unit. We are currently in negotiations with the contractor to come up with a mutually acceptable agreement for one more set of replacement steps.

Old Business:

- None

New Business:

- We will be getting a quote for gutter cleaning from our handyman.
- We will be contacting Mr. SealGood to confirm the date to have the cracks in the pavement sealed.
- We will begin working on the budget for 2027
- Our snow removal contractor is keeping the pricing the same as the last few years. there is a meeting with him this week to review procedures and sign the contract.
- The search for professional manage is an ongoing discussion. The current board is dedicated to self management, however, we are not ruling out the possibility of professional management in the future.
- New Board members - After the special meeting, there were several people that expressed interest in joining the board. Two people were interested in the available At-Large positions. A motion was made and seconded to welcome Tricia Bushy and Bernie Lewis as new board members holding At-Large positions. Vote: Passed unanimously.
- A motion was made and seconded to welcome Shannon Midura as a treasurer assistant. Vote: Passed unanimously.
- There is one more assistant position still available.

Comments from the floor:

- A unit owner offered to remove the broken berms and concrete around the property from the winters plowing.
- A unit owner asked if we go to a management company, would they get to meet them first. Yes, if a management company is brought in, there would be a special meeting so unit owners could meet the management company and ask any questions they may have.
- A unit owner asked about the pink ribbons on some plants. These ribbons are so the landscapers would not trim them. Hoping some of the shrubs that were crammed together and have been mis-shaped can have a change to grow into a more normal shape. It's an experiment.
- A unit owner suggested that owners could help with removing the ribbons.

There being no further business, the meeting was adjourned at 9:05 pm.
Our next meeting will be October 27th at 6:30 pm in the meeting room.
All unit owners are encouraged to attend.

Carolyn Sowa

Carolyn Sowa
Treasurer