



SLCA Board Meeting

Monday Jan 20, 2020 5:30 PM @ #37-1 Holcombe

Call to Order: Bob Chorney, at 5:36pm

Attendance: Bob Chorney, Todd Vreeland, Walt Wyland, Nancy Rosenthal (phone) , Joan Holcombe, Steve Perry, Evergreen Manager.

December Revised Minutes: Motion, to approve minutes of previous meeting as revised: Approved

Open Forum: Owners comments or concerns: Bob Civiak present, no comments at this time.

Finances / Evergreen/Treasurer's Report:

- A. **2020 Budget:** revisions reviewed: Email vote in December; posted and will be attached to December Minutes.

ACTION: Steve Perry will send Final Approved 2020 budget to Joan Holcombe to attach to minutes.

B. Evergreen SLCA financial reports: December financial information.

Items of note: See separate Reports

\$11,608 In due to/from is a transfer of special assessment funds left to be done.

This will be transferred to the capital account and recorded in January 2020.

GL 5190 is doubled as it is a payment for November and December – Grounds contractor sent the November invoice late.

GLL 5216 is siding repairs to building 45-1: \$2,212.75 and resolving the plumbing issue at building 43 \$905.78

C. Walt Wyland, Treasurer: Questions for discussion:

- How do we close out Bar Harbor Account?- Need signer from Evergreen.
- How much is kept as base for the Operating line- \$25,000 seems too high? Roof payments will come out of that account. Not too high to support ongoing financial upkeep.
- We are \$1000 in the black for the year 2019 going into 2020.

Financials: Motion to approve year-end financials. Approved.

Management: Evergreen

- A. Contract : expired Dec 31, 2019, renewal contract 3 years 2020-2022: postponed. On month to month until contract fully reviewed by Board.
- B. Board wishes to adjust language in contract regarding response to outstanding bills. No answer to our request regarding a phone call to those owners with outstanding payments.
- C. Joan: Contract question: What is procedure Management Performance Review? Steve suggests Board discuss and present Steve with what is working and what is not. We will put it on next agenda to review with Steve.
- D. Todd: How many visits to SLCA per week committed? Ask Steve to let us know when here so we can plan to address needs.
- E. Nancy:- Alternate Insurance quotes, Budget draft in October; Manager at Board 12 meetings; Monthly financial deadline- change to 15 days (not 30 days); Provide Cash Flow sheet (payable accounts sheet); Legal Affairs- management will take to lawyer;

ACTION: Steve will take recommendations to Evergreen and return revised contract to be negotiated.

ACTION: Board will discuss Management Company and Manager Services: what is working and what adjustments are needed. A "Performance Review" will take place with our Manager in Executive Session at a following board meeting.

F. New Slip and Fall Civil Law Suit: - re-opened claim -do in Executive Session to discuss privacy issues. Will be handled by insurance company.

B. Insurance review / requote: Our current insurance policy renews in March.

Comparison quotes: with new claim- Loss Run- may change quotes. Tabled until we get new quotes. Would we add an Umbrella Policy to cover the unforeseen costs incurred?

Goss-Logan (our current insurance co.)	\$18675.-
Essex Agency (David Holton) Vermont Mutual	\$16,880.
Guaraldi Nationwide (Kathy Galluzzo)	\$13,249.
Nancy Rosenthal is seeking a quote also.	\$

Projects:

A. Google Sheets / Project List: File is shared on Google Drive, accessible by all board members and Steve Perry) – Use as **Historical list of work done each year**. Questions on use and logistics discussed: Is it better than minutes as running record? Who in charge to maintain list?

ACTION: Walt and Todd will put completed items on to Google Sheet: recent 2019 projects and 2020. All Board members will look at sheets before next meeting.

B. INSULATING / ROOFING / NEW SKYLIGHTS: 5-year plan 2020-2024 -

HP Roofing has provided a quote / contract for 2020. CONTRACT HAS NOT BEEN SIGNED YET. Waiting for corrections on #43 skylight issues. Chorney is asking how we are assured of quality

going forward. Chorney will call Velox to check quality control on installations. (See 43/45 notes below for details.)

C. Building 43 and Building 45: INSULATING / ROOFING / NEW SKYLIGHTS:

Several skylight concerns- condensation (#43-3), #43-1) Concern with trim installation too close to the glass (Dec 30 2019, HP has removed some trim.)

Velux has a field service consultation department, Bob Chorney has submitted a request for field visit to make sure all install details are correctly installed. on #43 and #45 (and #37-1).

D. Grounds Maintenance:

Teddy's Lawncare & Landscaping Services LLC, (603) 381-1685)

Trevor met Bob for a walk-through Jan 2 to look over snow removal. Drain is being kept open, plowing and road sanding has been very good, stairway shoveling and sanding also good. Nice work being done. More sand needed on path leading to #37-1. Owners have been doing sanding.

E. Site Lighting:

Replaced photocell with TORK timer (building 35 utility room.) DONE Evergreen: Done Jan 10, \$535.71

F. #43-2 Ilene Venizelos, building drain problem. Also / report of "slow drainage" Betsey Child #43-3--**Plumber Bud Pierce and Bear Drain worked on Thursday Dec 5:** Total cost \$905.78
DONE

G. #45-1 Edwards: siding is rotten along bottom edge. Pricing 22'6" and 16' repairs (EVERGREEN: \$850.00 **Done (except for some bare wood showing (battens) > needs a little paint. SPRING**

H. Exterior Painting:

ACTION: Steve to get on schedule for Two Duplexes for 2020 on calendar for summer with Devoid Painting-

Bob C. will check which buildings to do and inform Steve. Plus- how many decks for remaining funds?

I. FALL MAINTENANCE: Verify heat tapes are working (check and correct on #33, #35, #37)
Bob / Todd; Bob will check.

J. SLCA Pump Station maintenance:

Generator oil change, refill propane tank test the dialer.

Bob Chorney will contact the generator company and get a quote, also check the tank and call Irving to refill.

Conkey and Jim Taylor to give quotes regarding generator to fill propane/ oil change.

K. #7-2: Kitchen Skylights replaced, interior finish work : DONE by Restoreze, DONE

L. #47-1 Skylight unit / ceiling damage / wall damage > drywall has been repaired by new owners.

Missing / broken deck board (length: 16' 2") > Daniel Poljacik

>3 Deleted Skylights: interior insulation and drywall need to be done.

> 2 skylights in poor condition: Owners want to replace ASAP whether the roof is being done or not.

>Upstairs bath / bath vent directed to soffit which must be rerouted outside (through the roof),

Organic growth in attic space.

ACTION: Evergreen will do vent; Board may choose to do #47/#37 roofs this coming summer with skylights replacement.

POSTPONE / PRIORITIZE:

1. Sandy Orr #33-3 reports skylight leak in sunroom. HP Roofing has checked it.

BEST: REPLACE SKYLIGHT and roof that one section. Alternative: patch for the winter.

Status: Dec 9: "We have had no leaks so I think everything is OK. My daughter will be checking in on our home over the winter and I have given her your name and Steve if there is a problem."

2. Kayak Racks: ~ 38 spaces. Approx. 6 or 8 hulls not identified, some still on the lawn. Carefully weed out unused / abandoned boat and alert all owners and tenants. (On Hold until Spring.)

3. #29-1 Howland: (original request May 10, 2018) Repair Drywall Cracks by the fireplace. Install new Kitchen Skylights. Remove and roof over a damaged skylight: We delayed this in November 2018, keep on the "pending" list.

4. #33-1 Mary Reynolds EVERGREEN quoted \$1500 to construct a 2 sided fence (BC > Photo to STEVE July 8, showed it to him Aug 1).

> Mary is going to pursue another quote for this, work on it in 2020. (Use Gray Plastic lattice for the top, less maintenance.)

5. #13-1 Skylight Leak @ kitchen, leaking has recurred past (3) winters. Siding> rotten board near front stairs, damaged clapboard also.

6. Tree Cutting requested by Andre Bakker near #33 (willing to sponsor the work.)

Which trees? Should a couple remain for appearance?

7. Hardscaping at mail kiosk? Paving? Brick? Stone? Packed surface like Bradford Lane?

Shaker Museum (Barn) recommends working with **STEVE PATTEN #252-7104 on roadways.**

Perhaps discuss with Trevor of Teddy's Lawn Care, he does landscape design.

8. Parking: Very little parking near #15, walkway is a long muddy alley.

> Need 4 or 5 parking spots, then possibly abandon the long walkway.

Tree and stump removal / grading / surfacing.

Design / Quote:

Adjournment: 7:32 pm

Respectfully Submitted, Joan Holcombe, Secretary