



## SLCA Board Meeting Agenda

Monday May 18, 2020

Teleconference (Covid 19 precautions) 5:38pm

Attendance: By Teleconference: B. Choney, T. Vreeland, N. Rosenthal, W. Wyland, J. Holcombe,

Hunter Paye/ Steve Perry of Evergreen.

Absent: Steve Perry (illness)

Guest: Joanne Rasmussen

**March Minutes:** Approved as amended.

**April Minutes:** Approved as amended

### Open Forum: Owner comments or concerns:

**1. Joanne as guest, no issues**

2. Owner Todd Vreeland request (25-2) to install ground level patio (pavers).  
>Board needs to promptly review Bylaws regarding Common area being converted to *Limited Common Areas*, and respond to Vreelands within 30 days. Friday May 8, Bob Chorney and Todd reviewed the project. The Allowed area as stated in Bylaws is 18' from the wall of the unit, but the requested area exceeds that by 3 or 4 feet> This means the project cannot be approved as designed without a Bylaws amendment.

Todd has asked what the process is to change the limit from 18 feet to 22 feet for Duplex units: Bylaw changes are by all- owner vote, need to pass with 75% in favor. Questions of Board: How do we amend / ,replace Amendment 7 in Bylaws (Board, Association vote, lawyer, State?) How do we make this in best interest of all property owners? Do we look at Duplex and Triplex buildings the same for common access areas?.

ACTION: Evergreen and specific Board members will look at regulations on Amendments, and assess the property impact of request and make recommendation to Board for action on request.

3. Bakkers (#33-2) request to expand their deck. They may not be aware of size limitations and procedure for approval.
4. Nancy Rosenthal raised the issue of her window replacement on submitted **work form for condo changes** which owners need to submit for improvements and changes. Also requested that all change requests be on the required forms.

Walt made a motion to approve, seconded, APPROVED

ACTION: Hunter will put out **SLCA Request for Upgrade /Modification Approval Form-** on website and to all owners with reminder to all owners for any changes.

All requests must be in writing on this form.

ACTION: Hunter will look at Bylaws and procedures for any Bylaws changes.

## Finances / Treasurer's Report:

1. Evergreen SLCA financial reports:  
Walt continued to ask question regarding moving monthly funds from SHORT TERM ACCOUNT to OPERATING ACCOUNT OR LONG TERM ACCOUNT? Evergreen recommends not making monthly transfer, but saving till end of year. This is in conflict with SLCA prior practice. Other Board Members were unable to form an opinion. Joan asked if we might ask for another financial advisor/ accountant for a professional opinion.

ACTION: Board will review recommended accounting practices.

2. We are approximately \$1800 below budget for expenditures. Board could not approve Financials as we just received them and could not review as a Board. We will review and approve them in June.

**2. Late Special Assessment Fees:** Folks who are late need to have late fee attached for all assessments due. It has been implemented by Evergreen.

## Projects:

1. **INSULATING / ROOFING / NEW SKYLIGHTS: 5-year plan 2020-2024**  
**2 roofs per year / Assessment \$3500 per year x 5 years, 50%**  
**Special Assessment Fees Due March 1, 50% due Aug 1.**

- a. Roof work on #37 starting Week of May 11. (Skylight selection: All set on Building #37)
- b. Roof work on #47 will start following work on #37. (Skylight selection: All set on Building #47)

Feedback from Walt and Joan of concerns regarding start-stop schedule and work week. Quality is a concern from last summer's errors. We want work done as soon as possible and with top standard of work. Bob will share concerns with Jeff Acker and George (project manager).

**2. Roof / Skylight Leak #33-3 Orr:** Sandy recently advised us of continued leaking in the sunroom. HP Roofing will put this on the schedule. Orr's will be billed for a new fixed skylight and foam insulation. Association pays for the roofing, \$3500.

**3. Roof Leak and mold concerns at # 27-1** Sherry Noyes: Evergreen has been asked to inspect the unit. Roof patching was done in 2019. Need specifics on where the issues are now. Evergreen has not made contact. This week please let us know plan. Todd will assist in contact.

### **4. PAINTING:**

**a. #11 Mastro Lane:** Devoid started prep work on Weds April 15. Mostly done May 12. Rotten clapboards and trim boards need to be replaced, awaiting cost details. Evergreen will remind them to keep a schedule.

**b. #33 next after quarantine of 14 days.** Any rotten boards need replacement.

#### **c. Additional Deck Painting and repairs:**

Combination of some volunteer work and some contractor (painter) work. Unit #47 is pressure washed, needs minor deck board repairs and painting. One deck on #45 is pressure washed. Needs minor deck board repairs, then painting.

**Triplex Siding and baseboard rot repair** along ground: Joan Holcombe has asked Butch Ruggles, Norwich, VT to submit bid; Joan will ask him to supply his insurance and contact information to Evergreen and Bob Chorney. Areas of siding rot that need work: Triplex #37, lower edges where the siding stays wet or close to the ground with rot. Azek composite horizontal skirt board and flashing needed. Where Evergreen did this on 2 sections of #45 - it looks great. Two cost estimates have been requested for future work.

**Maintenance:**

1. **Pest control:** Review quote from Presidential Pest Control (spray for carpenter ants/other invaders, \$1495.- if we do all 13 buildings.) Spray will be around building- 1 ft. from foundation and grass; Hunter will ask lampposts and stairways; firewood will NOT be sprayed;

ACTION: Hunter will inquire regarding Ilene and building mates about spraying.

2. **Critter control:** #45-1 reported hearing animals in the roof. Estate Wildlife Control discovered squirrels March 26. They were excluded using one-way doors. Estate also made eave vent screen repairs in several places where they found chewed holes.  
800.- with a one-year guarantee against them returning.  
May 12: still some activity.

NOTE: when roofing #37 and #47, have asked HP Roofing to take care that ¼' hardware cloth screening is installed to try and prevent this ingress.

3. **Walt Wyland requested from Evergreen a load of gravel and loam** from Teddy's Lawn Care for paths and lawn areas.

ACTION: Evergreen will contact Teddy's Lawn Care for one load of gravel and loam .

4. Driveway Area : #15 Mastro Lane: create 4 parking spots. Quote received from Trevor Edson @ Teddy's Lawncare - **\$ 5264.00**  
Requesting further details on footprint (length x width) as well as structure-  
How much loose soil will be removed,  
How thick a base layer and what material will be used, and  
How thick a Hardpack surface?  
Will the existing one lane drive get the same base layer and hardpack?

ACTION: Board will watch budget and see if we can do it later in the year. July discuss.

5. **2020 Dock Staining, Spring Dock Installation:**  
SLCA Volunteer dock installation starts Saturday May 16.  
Staining of ~ 15 remaining dock sections and walkways also May 16.  
100 % Personal choice as to volunteering with regards to Covid-19 distancing practices in place.  
Bob proposed to do Triplex Decks by combination of volunteers and professional painters;

ACTION: Bob, Walt, and Todd will assess order of deck staining with volunteers and painters in next two weeks.

6. **SLCA Pump Station:**

Powers Generator Co.: Generator annual service planned for Thursday, June 11<sup>th</sup>. They will arrive between 12-1 pm. Cost is \$250. They have agreed not to drive a service vehicle down to the pump station. They will borrow the wheelbarrow and walk in to help avoid tire tracks and damage to the lawn.

7. **Unit #47-1 Entryway -**

OWNER will remove the existing structure, the ASSOCIATION will replace with peaked roof at entry, similar to other triplex. HP Roofing is OK with this debris going into their roof dumpster.  
Cost \$195 per ton. (estimate less than 1 ton.)

ACTION: start in on this in early June.

8. **Lighting: Landing Road:** badly rotted light post. Evergreen quote new pressure treated post, new LED downlight fixture RAB # WPLEDR5. \$350 estimate. Evergreen: Work started on this Week of May 10, status:
9. May 12- requested another rotted light post replacement, near building # 47.  
Evergreen: Schedule
10. **Kayak Racks: ~ 38 spaces..** 2 hulls remain not identified, still on the lawn. July 4 final dispersal of unclaimed boats;

ACTION: Weekly Alert all owners and tenants by email.

ACTION: Several board members will research additional kayak rack options.

11. **#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: delayed this from November 2018, Evergreen to check out the drywall repairs (POSTPONED, STAY-AT- HOME ORDERS. Later in August 2020)
12. **#33-1 Mary Reynolds Propane Tanks:** Butch Ruggles of Norwich has been hired to do the work. He will supply his insurance and contact information with Evergreen and Bob Chorney.
13. **#13-1 Skylight Leak @ kitchen,** some leaking has recurred past few winters. (Eventual reroofing) Rotten board near front stairs, and damaged clapboard:  
Evergreen to repair ~ April 2020, Bob will ask Evergreen and Devoids.
14. **Hardscaping at mail kiosk?** 10' x 10' Approx. Received a quote of **\$4900** from Jeff Blake of Old Yankee Stone Works (April 6) with Granite border, and masonry pavers inside. Board agreed too expensive for task at this time. Competitive quote from Teddy's: slightly higher at \$6400.00; Contractor pricing is too high for our budget, what else could we do – such as order some big slabs of granite, dig things out and lay in the surface? Stone surface on “Customer side” only, forego improving the “mailman” side for now. What if we spend about \$1000 for materials, and improve what we can?  
Should be able to improve it quite a bit, make this area look inviting and well taken care of- **TABLED**
15. **TRIPLEX UTILITY ROOMS:**  
Need owners to check and claim (Label) what's in there.  
Then a thorough cleaning-out, also address any Safety Concerns, such as missing electrical covers, rodent activity, lighting, etc.  
Most of the thresholds and door frames to these utility rooms show rot and need repairs.

**Who is organizing this for each Triplex?**

33

35

37 Joan/Walt (chair)

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45

47

ACTION: Walt and Joan will assess and make a plan.

16. Tabled: History / Log of Projects- Nancy suggested we document by building- Walt and Nancy will follow up on format.
17. **Spring Workdays-** With Covid-19 Distancing requirements, we made a list of projects and put out to owners to volunteer. Much work done both individually and by group at a reasonable distance!

**Spring 2020 Work List-**

Landscaping (transplanting): In process- much done

Flower Planter by the mailboxes (tired, might make it through this year but ready to fall apart.)

DONE

Pressure Washing and Painting Stairways - IN PROCESS

Gravel for Walkways- NOT DONE

Clean off the roof and sapling at #7 (HP Roofing or Walt/ Todd, and a 24 foot ladder. NOT DONE

Bark Mulch for berries DONE

Boat Docks pressure washing and staining 1 DOCK LEFT TO STAIN AND PUT IN- WALT

Boat Dock and Swim Dock install along with extra manpower. 3 DONE

Triplex Utility Room Cleanout (by building residents)- NOT DONE, WALT/JOAN TO FOLLOW UP

Brush cutting around Unit #25 next to pond- DONE

**Adjournment: 7:51pm**

**RESPECTFULLY SUBMITTED, Joan Holcombe**