



## SLCA Board Meeting Minutes DRAFT

Monday March 1, 2021 5:30 PM

### ZOOM MEETING

**Attendance** Bob Chorney, Todd Vreeland, Maria Dailey, Joan Holcombe,

Evergreen - Harvard- Management:Heather Doran, RETURNED!

**Owner Guests: Hornigs (49-2)**

**February 15, 2021 Minutes:** motion to approve: (Todd/Maria) approved.

**Open Forum:** Owners comments or concerns:Hornigs (49-2)- none, glad to be able to attend

#### Finances / Treasurer's Report:

1. Evergreen generates financial reports mid-month. Our new meeting time should allow monthly financial reports. .
2. January Report- duplicated 2021 comparisons. **Need to be corrected. Cannot approve.**
3. Adjustments on line items. Expenditures are typical of this time of year.
4. Coupons received by owners for monthly payments. Ignore if on auto-pay or ACH.

**ACTION:** Finances will be posted on the TownSQ site, and also to the Shaker Landing website.

#### Bylaw Amendment Proposal:

Proposed amendment being considered: owner installation of expanded decks or patios at owner expense. Current expansion limits described in Bylaw Amendment 7 (18 feet.) Seeking to increase allowed footprint up to but not exceeding 22 feet; each project plan must not interfere with basic maintenance and clear passage and must be subject to Board approval for each project.

**Action:** B. Chorney will complete the final draft of a proposed amendment for board review; Todd and Heather will put into a letter for all Owners for feedback. If owners are generally accepting of proposal, Board will have it prepared legally for an owner vote of a bylaw amendment. Town Square will be used to collect input from owners. Approval requires 75% owner vote.

#### PROJECTS:

1. **INSULATING / ROOFING / NEW SKYLIGHTS: 5-year plan 2020-2024**  
**2 roofs per year / Assessment \$3500 per year x 5 years, 50 % Due March 1, 50% due Aug 1.**
  - a. Reminder: First 2021 payment (\$1750) due in March.
  - b. The 2021 Contract with HP Roofing for **Buildings # 29 and #15** will be signed first week of March.
  - c. **#29 Landing Road** has been completely tarped to prevent further problems (Aug 3, 2020)  
**Building 29 will be the first building roofed in 2021.**

- d. **#15-1 Mastro Lane Roof / Skylight Leak:** July 23, 2020, the new owner Alison Martin reported water on the floor, leaks @ lower kitchen skylights. August 3, 2020: Unit has been tarped.  
**#15 will be the second building roofed in 2021.**

## 2. Comparison quotes for Roof Contract for future years:

Of (4) companies Evergreen contacted, 2 skipped the site visit, and the other 2 decided not to quote, based on capacity / scheduling issues.

Joan Holcombe provided another company name, **Burrell Roofing** from Williamstown VT. Chorney contacted Kevin Burrell Tuesday Feb 23 to see if they are interested, and asked Steve to forward the project specifications to him.

**ACTION: Bob Chorney will follow up to see if Burrell Roofing will be bidding for the future.**

**3. #37-2 Ice (Leaks) at Entryway-** Reported Sunday Feb 21. Monday Feb 22, HP Roofing inspected that area.

Weds Feb 23 HP Roofing cleared snow above the problem area. Roger Louiselle (roof consultant) was also informed of the issue.

**ACTION: Spring 2021 HP will remove some shingles and plywood to track down the issue- suspicious melted area around PVC vent pipe; problem much different than the other triplex buildings.**

**4. #43-3 Insulated / New Skylights / New roof in 2019.**

Dec 8, 2020, tenants informed us that there is a new "leak/streak" on the wall under a new skylight. (Photo) Streaks are lined up with skylight. They show below the ceiling / over the front door.

HP Roofing made an initial check Dec 11, took photos and started discussion with Roger Louiselle (roof consultant) and Bob Chorney. HP Roofing placed a tarp from the peak down below this skylight approx. Dec 24, 2020. Humidity and moisture checks did not reveal any obvious issues / sources. There was some slight additional streaking late December early January. Though this is still a nagging issue, it is "far better than it was", we will stick with it until we have a solution.

**ACTION: Keep observing when the streaks appear, and address this in depth in April 2021.**

**5. #45-1** Bob Edwards informed us on Feb 23 2021 that the snow slides off of the new membrane (kitchen) roof like a glacier / avalanche. It has piled up high enough to start blocking his kitchen window, and the utility room door. HP Roofing recommends snow retention devices on that roof.

**ACTION: Detailed proposal and quote from HP requested.**

**6. #25-2:** Ice and water observed on top floor @ kitchen porch coming through siding and eave vents. Not good, but not an emergency. Will ultimately be solved when the building is re-roofed.

**ACTION: Recommend increased roof raking / snow removal until re-roofing.**

**7. #13-1:** Ice and water observed on the top floor coming through siding and ceiling tongue and groove @ kitchen porch. Not good, but not an emergency. Also water leaking indoors @ kitchen skylights (less than a gallon, and only for one day.) Will ultimately be solved when the building is re-roofed.

**ACTION: Recommend increased roof raking / snow removal until then.**

**8. # 27-1 Foam insulation and Roofing Completed Nov 2020.**

**ACTION:** @ #27-1 skylight interior trim work: Sherry Noyes (conversation with Bob Chorney) postpone interior work until later in 2021, when Covid concerns are reduced.

**PAINTING/ CARPENTRY**

**ACTION:** Heather will confirm the schedule for summer painting projects (two buildings and finish work).

**ACTION** Board will determine which two buildings to paint for 2021.

1. **#33-3:** A new (portable) fence surround for the propane tanks behind 33-3 will be built (billable to the owner.) Delayed from Dec 2020 due to weather. (Dan Poljacik)

**ACTION:** Dan P. has the materials back at his shop, this will be completed approx. March 2021.

2. **#37, Siding Repairs Complete,** except for one unpainted batten on #37-1 chimney.

**ACTION:** Remind Dan Poljacik to paint this when weather permits.

3. **#7 Mastro Lane:** Siding and trim rot discovered Fall 2020. Schedule repairs Spring 2021.
4. **#25:** The gutter on the front side of building 25 is leaking and needs to be replaced.

**ACTION:** Todd Vreeland is bringing a contractor to check out this project. Could not get to this before winter, review again Spring 2021.

5. **#33-3:** A section of heat tape in the gutter is causing the GFCI to trip, remove and replace.

**ACTION:** 60' Heat Tape purchased, installation TBD weather permitting (Todd Vreeland / Bob Chorney)

**GROUNDS MAINTENANCE:**

1. **Winter Groundskeeping:** Teddy's Lawncare has been doing a good job with snow removal. Landing Road drain has been well maintained, rain or thawing should not cause any flooding.

2. **Mail Kiosk:**

Mail Kiosk should be re-shingled, also needs some carpentry repairs and painting. Bradford Lane shares this kiosk with Shaker Landing, and may be a source of shared funding, might take some research through historical agreements / docs between the 2 associations. HP quoted \$1500.

Decision: wait until after #29 and #15 are roofed in 2021.

3. **TRIPLEX UTILITY ROOMS:**

Most of the thresholds and door frames to these utility rooms show rot and need repairs. Some should have outdoor steps added (tall step down....)

**ACTION:** Keep it on the list until they are taken care of, likely not until 2021. Todd Vreeland has 2 contractors lined up to check these out.

**NEW Business**

Bob C. raised issue of roof raking to avoid and prevent freezing and build up on roofs. No decisions made.

**Adjournment: 6:24pm**

**Respectfully Submitted, Joan Holcombe**