



## SLCA Board Meeting MINUTES

Monday Oct 4, 2021 5:30 PM

### ZOOM MEETING

**Attendance:** Bob Chorney, Maria Dailey, Todd Vreeland, John Brady, Joan Holcombe  
Heather Doran, Evergreen Management

**Board Meeting Minutes September 16, 2021:** (Maria/John)- approved.

**Annual Meeting Minutes- 2020 & 2021:** Can we approve by email? Not done at Annual meeting. **ACTION: Heather will ask for clarification on procedure.**

**Open Forum: Owner Comments and Concerns:** no non-board members present.

- **Todd- #47 Utility room full of lumber, doors, kerosene, and assorted items. Need to be cleaned out.**
- **Joan: We have woodchucks. John Brady will trap (Havahart) woodchucks between 33 and 37.**

**ACTION: Heather will contact owners by email for input.**

#### Finances / Treasurer's Report:

- Financials are distributed by Evergreen via email. Historical (prior month) financial reports are posted on the Shaker Landing website, also on the Evergreen TownSQ site. Board looked at August reports approved.
- Money has been taken out of Capital Reserve to pay ahead on roofing project which will be replaced with collected payments of assessments.
- Question about income of \$750. Heather is checking. We are slightly over in maintenance but lower in painting.
- Heather is alerting owners with outstanding bills. We are under \$3000 in rears.
- 2022 Budget: Next meeting: discuss 2022 budget proposal with our questions.

#### PROJECTS:

**INSULATING / ROOFING / NEW SKYLIGHTS: 5-year plan 2020-2024**  
2 roofs per year / Assessment \$3500 per year x 5 years,  
\$1750 Due March 1, \$1750 due Aug 1.

**#29 Landing Road:** Insulation, roofing, and skylights complete May 21, 2021.

**ACTION: No response from Dan Poljacik on interior work for a few weeks.**  
**Bob Chorney / Heather Doran: schedule Evergreen for interior skylight trim.**

**#15-1 Mastro Lane Roof / Skylight Leak:** Insulation, roofing and skylights complete June 11, 2021.

**ACTION: No response from Dan Poljacik on interior work.**  
**Bob Chorney / Heather Doran: schedule Evergreen for interior skylight trim.**

**NEXT ROOFS 2022:** #7 and #13 may be next roofs for 2022. Trees surrounding building #7 may need to be removed. before roof work.

**ACTION: Bob and Todd and John will walk buildings to assess tree work and roof work priorities.**

**#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. Streaks are lined up with skylight. They show below the ceiling / over the front door.

HP Roofing made an initial check Dec 11, 2020, and tarped over this skylight Dec 24, 2020. Humidity and moisture checks did not reveal any obvious issues / sources.

Week of March 22, 2021, tarp removed. HP and Roger L checked inside. Some concern about a bath vent in #43-2 (interior moisture source rather than a roof leak?)

**ACTION: Bob / HP schedule a project- access attic and verify venting is correct.**

**#33-3** Sandy Orr: Sunroom / Sidewall leak: Reviewed May 30, 2021 by Roger Louiselle: poor flashing of shingles to side wall. ACTION: Siding removed and flashing replaced June 4. Siding replaced week of June 7. **Status: Painted, Complete.**

#### **PAINTING/ CARPENTRY:**

**Requested an estimate from DeVoids for some small painting projects:**

#25-1 bare wood on front stairs and railing

#7 -1 and 7-2 - prep and refinish the front stairs.

**ACTION: NEXT Buildings to be evaluated for roofing and painting 2022. Bob/Todd/John**

#### **REPAIRS and MAINTENANCE:**

**Gutter work needed on #33-1 (sunroom), on #37-3 (sunroom) and #13-1**

**ACTION: HP will quote metal replacement of old plastic gutters, with leaf guards. Willey's do gutter work. Waiting for estimate.**

#### **NEW PROJECTS FOR 2022**

- **#45-3 Fence and #47-3 Fence:** fencepost leaning badly.
- **#43-1 Trim @** drip edge rotted over the entryway (noticed by Joan).
- **#33-2** Deck has an inch or two "sag" but is otherwise solid. Review supports and consider re-leveling Spring 2022.
- **#35-2 and 35-2-** Decks needs prep and refinishing: Spring 2022
- **#43-1** overhang needs work.
- **#47-1** deck board and railing need replacement and painting. Kitchen roof drainage will shed water and ice/snow onto front door area. Needs assessment of walkway and land surface. Todd will look at it for recommendation.

#### **GROUNDS MAINTENANCE:**

Walkways: Teddy's Lawncare asked for pricing to gravel the walkway from lower parking to #35 and #33. Also area in the #37-2 walkway where water pools in hard rain. Estimate \$2900. Need details.

Also remedy lower landing of stairway by #37 where water pools.

**ACTION: Bob will walk with Trevor of Teddy's Lawn Care to determine best options. Heather will schedule.**

**RFA'S:**

- **Bob and Bev Sletten #43-1** submitted an RFA: contractor to replace their windows. **Completed.**
- **Kim and Doug Southworth #11-2** submitted an RFA: contractor to install a mini-split system on the south wall of the unit. **Approved Sept 16. Installation early October.**
- **Brenda and Peter- 37-2-** no RFA and contractor insurance for window replacements. Need to submit.

**Fall 2021 Dock Removal: Bear Pond Marine 603-304-7355 quoted \$550 for dock removal. Insurance and W9 requested by Evergreen. Bob put cement blocks for storing docks. Scheduled for the week of October 11.**

**Other projects for volunteer or contractors:**

<b>Bob</b>	<b>Stairs on #15-1</b> leveled and supported.
<b>DeVoids</b>	<b>Stairs on #25-1</b> be cleaned and painted.
<b>DeVoids</b>	<b>Staircases Landing Road down to Triplexes</b> – paint bare wood.
Todd Vreeland / Bob Chorney	<b>#33-3: Replace Heat tape</b> in the gutter. 60' Heat Tape purchased,
	<b>Mastro Lane electrical closet</b> needs roof shingles, siding repainting.
	<b>Landing Road electrical closet</b> needs 2 boards replaced, and repainting.
<b>Joan</b>	<b>Beach cleanup/ weeding around all buildings</b>

**NEW BUSINESS:**

- Work Day- Joan suggests October 10- 9-12am- Beach weeding, own yard work, small tree work- Joan and Heather will send out and post invitation.
- Fall Leaf Clean-up- blow away from building.
- 15-2- - peeling paint has been reported. Could do with interior trim work.

**Adjournment 7pm. Respectfully Submitted, Joan Holcombe, Secretary**