



SLCA Board Meeting Minutes

DRAFT Monday Nov 1, 2021 5:30 PM

ZOOM MEETING

Attendance: Bob Chorney, Todd Vreeland, John Brady, Joan Holcombe

Heather Doran, Evergreen Management

Absent: Maria Dailey,

Meeting Minutes October 2021: (Todd/Bob)- Approved .

Open Forum: Owner Comments and Concerns: no discussion

Finances / Treasurer's Report:

Financials are distributed by Evergreen via email. They are posted on the Shaker Landing website, also on the Evergreen TownSQ site.

Review of Aging report- lots of small payments due for dryer vent and chimney cleaning. All roof assessment bills have been paid.

Discussion around use of coupon books for payments. Are they used by owners and do most owners want them? Are they a waste of money?

Quarterly reports to owners only.

Looking at September budget, we are over committed for landscaping work. We will hold off on additional projects.

Sept. Budget (Bob/Joan)- approved.

2022 Budget Draft: Discussed line items and increases. Dock installation and removal will be split by dock renters. Board made adjustments to insure some buffer in the budget. Heather reported Insurance quote from another company to see if we can get a good offer for same coverage.

ACTION: Heather will ask for a new Insurance quote from Essex Agency. Heather will modify DRAFT according to our agreed adjustments.

PROJECTS:

Fall Workday Sunday Oct 10. Kudos to Joan Holcome for organizing the workday.

About 10 people pitched in, with the most time spent weeding and cleaning the beach and waterfront which looks superb.

Todd worked hard to clean a gutter and downspout @ 33 and install a new heat tape and thermal control.

We enjoyed some pizza together afterwards. Thanks to everyone !!

Tree Work Saturday Oct 23. Kudos to Todd Vreeland for heading up the tree crew and providing the chainsaws and trailer.

The group of about 8 people carefully cut down and cleaned up 4 trees, and numerous low-hanging branches. Thanks and nice work!

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.

2022 Contract with HP Roofing not yet signed.

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

Heather Doran: schedule Evergreen for interior skylight trim.

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

Heather Doran: schedule Evergreen for interior skylight trim.

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

Dec 8, 2020, tenants informed us of 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, 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: access attic and verify venting is correct.

If the problem continues, have HP remove the skylight and plywood roof deck around it to diagnose and correct the issue.

PAINTING / CARPENTRY / REPAIRS / BUILDING MAINTENANCE:

#7-1 and 7-2: Butch Ruggles replacing the front stair treads with gray composite week of Oct 25. Invoice received.

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

ACTION: HP will quote metal replacement gutters, with leaf guards. Not yet quoted.

Devoid Painting is not taking any more projects this year.

Painting projects for Spring 2022:

#25-1 bare wood on front stairs and railing.

#27-2 bare wood on front stairs and railing

(4) Staircases on Landing Road: paint any bare wood, also any wear spots on stair treads.

#35-2 Deck needs prep and painting.

#47-1 Decks needs rot repairs, new railing on the stairs, and painting.

#43-1 Trim @ drip edge rotted over the entryway (noticed by Joan).

(2) Electrical Sheds: By #29 needs (2) boards replaced, then both need painting.

Triplex Utility Rooms: Claim any personal items. We will be emptying these rooms out completely sometime in November.

#35-1 Chimney Chase: repairs needed. Bob is watching and researching.

#45-3 Fence and #47-3 Fence: a few fence posts leaning badly.

GROUNDS MAINTENANCE:

Fox Tree: Providing an estimate for large Oak removal near #7 (overhanging the roof.)

Shaker Landing Road Sign illumination: ordered (2) new solar LED fixtures.

Cost: \$260

Schedule: Done

Teddy's Lawncare: provided pricing to gravel the walkway from lower parking to #35 and #33.

Cost: Approx. \$2000.

Schedule: Postponing until Spring 2022.

Teddy's Lawncare: Pooling water around the landing @ the stairway by #37: Either raise the wooden landing about 8" or just fill in around it with gravel.

Create a culvert along walkway to direct water away.

Cost:

Schedule: Postponed

Teddy's Lawncare: Install underground drainpipe near entryway to #45 (approx. 30 feet)

Cost:

Schedule: Postponed

Teddy's Lawncare: #47-1 water management: 24' x 6" wide gravel strip where the membrane roof drains on the ground, plus contouring to direct water away from building.

Cost:

Schedule:

RFA'S:

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. COMPLETED.

Brenda Llaurador and Pete Corren #37-2 had the top floor windows replaced Oct 3 but were unaware this requires RFA, prior approval, and proof of contractor insurance.

Heather informed them, and they provided an RFA and contractor insurance info.

COMPLETED

FALL 2021 DOCK REMOVAL:

Hans @ Bear Pond Marine 603-304-7355 quoted \$550 for dock removal. Insurance and W9 obtained by Evergreen.

Scheduled for late October. Not completed.

Todd suggests an alternate plan: cancel contracted outsider and insert or remove docks with volunteers; offer \$100 gift card to volunteers if doing our own work. Joan suggests \$50 dollars.

Motion: \$250 slip charge for 2021. Volunteer Gift Card for non-Board \$100.. (Todd/Joan):
Approved.

ACTION: Bob asks for one day to confirm with Hans with Nov. 11 as drop-dead date. ; if not we take over Nov. 13th ourselves and offer gift card to non-board as thanks.

Adjournment : 7:20pm Respectfully Submitted, Joan Holcombe, Secretary