

Shaker Landing Condo Association Owner's Annual Meeting Minutes
August 25, 2018
Owner attendees:

Call to Order

President Bob Chorney opened the meeting at 9:10 am and confirmed that a quorum of owners was present: 19 owners and 4 proxies.

Minutes of Previous Meeting

MOTION made by Bev Sletten and seconded by Martha Hough to forgoing reading of the 2017 annual meeting minutes. Motion passed unanimously.

MOTION made by Joan Holcombe and seconded by Andrea Day to approve the 2017 meeting minutes. Motion passed unanimously.

Pump Station

Bob Chorney introduced Rod Findley, representing Pathways, the firm that designed the sewer pump station. He reviewed the history of the project. There were concerns raised about the overall size of the project footprint. There was a discussion with Owners regarding alternatives to the design, how engineering options were identified and evaluated. Findley stated that the project was designed to NH state regulations once the decision to use state revolving funds to obtain a low interest loan rate was made. There was a question if the control cabinet profile could be modified for a lower profile.

Owners raised concerns that Pathways did not take the interests of the SLCA into consideration. Findley acknowledged that Pathways, employed by the Town of Enfield could have improved communication about the size and scope of the SLCA project.

There was a discussion on options to recoup some of the cost of the pump station by encouraging the town of Enfield to take ownership and potentially obtain federal funding. The Town manager has said that it will not take ownership and responsibility for the pump station. Enfield did take ownership of the Lakeview pump station.

MOTION: made by Melissa Wyland and seconded by Carol Orr for SLCA to negotiate with the Town of Enfield to take over the pump station with the goal of obtaining federal funding. Motion passed unanimously. TPW will help coordinate the volunteer committee consisting of: Ilene V, Anne Winter, Andrea Day, Bob Sletten, Walt Wyland.

Discussion of the assessed sewer fee \$317.85, and the additional fee of \$100: reviewed information from an email by Ryan Aylesworth town manager. The appointed committee will raise this with the Town of Enfield. Martha Hough requests details on how the pump station lien is carried over to new owners.

Owners discussed concerns about current sewer bills and accuracy of the water meter readings used to assess sewer bills.

Specific concerns that TPW and Pathways plan to address: generator alarm, vehicle damage to the lawn,

TO DO: TPW will develop a maintenance plan for the pump station. TPW will install posts and chain across the access road to prevent unauthorized vehicle traffic to the pump station.

Triplex Roofing

Ed Friedman of Trumbull Nelson described the roofing work completed in 2016 on building 35-3. They removed roofing material down to joints, cleared out all of the fiberglass, then reinsulated with a combination of closed cell foam and open celled foam. New plywood deck was installed, then an ice and water shield membrane, 7 new skylights. Reroofed with architectural shingles. The About 2/3 of the building roof was replaced for a cost of about \$70,000. Owner Michele Jones confirmed that the roof leaks have ended. There continue to be some problems with one skylight, presumed to be one failed thermo pane which Michele is trying to get replaced.

TN has not developed a cost estimate for remaining SLCA roofs. There was a discussion on options presented on the Attachment Roofing Worksheet and funding mechanisms such as raising condo fees or assessments to pay for anticipated roofing replacements. Building 45 and 43 were considered the high priority buildings, they had blue tarps on the roof during winter 2017 2018. There was a discussion on skylight replacements – operable vs. inoperable.

President's Report

Bob Chorney summarized his written report on projects completed and priority projects. He reminded owners to contact the Board or TPM with maintenance concerns.

Financial Report

Walt Wyland and Steve Perry provided the Proposed Shaker Landing 2019 Annual Budget document. Walt summarized 2018 expenses are over budget as of July due to extra snow removal and dock maintenance but expects to meet budget by year end. The board is delaying additional tree removal for the rest of the year. The current painting contract is expected to be under budget, however there was significant rot repair done as well, which is billed separately.

TO DO Owners requested that current year financials, outstanding loans status and capital fund reports be provided by email and updated on the SLCA website.

TO DO The board agreed to post Board minutes and agendas on the website, also provide owners with reminders before Board Meetings.

TO DO: The Board will review the terms of the current SLCA loan and share with the owners. John Viertl wants to know whether there are any prepayment clauses.

Discussion: how to finance the priority roof replacement projects. Approximately \$ 90,000 of the current capital reserves must stay in the bank as collateral for the outstanding loan, also association desires a \$100,000 minimum in Capital Reserves.

> SLCA financials: Sherry Noyes indicates SLCA will not be able to increase the loan to cover priority roof projects.

> The current Capital Reserve has a deficit.

MOTION made by Bob Chorney and seconded by Jim R to create a special assessment (due in 30 days) of \$1000 per owner and an additional \$100/ month starting October 2018) for 4 years into the Capital Reserve. Motion passed with one No vote.

MOTION made by Bob Chorney and seconded by Martha Hough that starting in 2019 the 3% automatic increase in association fees will stop. Motion passed unanimously.

New Business

Maintenance items noted: lighting on walkways to 43, 35, 37, window damage on 11-1, puddle / icing on walkway to 45. TPW asked owners to place stones on non-working lights to identify needed repairs.

MOTION made by Carol Orr and seconded by Melissa Wyland to replace the roof and insulation on a section of 37-1 for a cost of \$7900 out of the Short-Term Fund. Motion passed unanimously

Election of Board Members

The Owners acknowledged and thanked Sandy Orr for his years of service as a board member and past President of SLCA.

MOTION by Bob Chorney and seconded by Bev Sletten to nominate Joan Holcombe as a member of the board. Motion passed unanimously.

MOTION by Bob Chorney and seconded by Bev Sletten to nominate Mary Bakker as a member of the board. Motion passed unanimously

MOTION by Bob Chorney and seconded by Melissa Wyland to nominate Bob Sletten as a member of the board. Motion passed unanimously

MOTION by Walt Wyland and seconded by Joanne Rassmussen to elect Joan Holcombe, Mary Bakker and Bob Sletten as members of the board. Vote passed unanimously.

TO DO TPW will contact owners to request key to each unit for use in emergencies. TPW received keys for some units from the previous management company.

MOTION to adjourn. Motion passed unanimously and the meeting adjourned at 12.22 pm