



SLCA Board Meeting Minutes

Monday May 3, 2021 5:30 PM

ZOOM MEETING

Attendance: Board: Bob Chorney, Maria Dailey, Todd Vreeland, Joan Holcombe
Evergreen, Heather Doran

Owners: none

April 2021 Meeting Minutes: Minutes approved; Maria/Todd

Open Forum: None

Finances / Treasurer's Report:

Financial statements are provided by Evergreen via email.
Financial reports will be posted in TownSQ site, and also to the Shaker Landing website.

Management fee is a bit higher to balance lower prior month billed. All income and expenditures are tracking as prior years. Tree work with large bill has been done.

Aging Report: Two people still owe past Roof and monthly assessments. Late fees will be applied to one of the two late fees.

Evergreen TownSq is not showing our financial reports for 2021.

ACTION: Heather will update all documents on the site.

Heather will contact two owners who owe fees, when they exceed 30 days.

Bylaw Amendment Proposal:

Proposed amendment: owner installation of expanded decks or patios at owner expense. Current expansion limits described in Bylaw Amendment 7 is 18 feet Seeking to increase allowed footprint up to 22 feet. Each project plan must not interfere with maintenance access or pedestrian passages. All projects are subject to Board approval.

- Heather is sending out the proposal 4/29/2021.
- If needed – Zoom Q & A for discussion for all owners.
- If owners are generally accepting of the proposal, the amendment has to be prepared legally for an owner vote of a bylaw amendment.
- 30 day advance notice for vote by Zoom meeting and by Proxy.
- Proxy or Vote (zoom) meeting. Approval requires 75% vote in favor.

PROJECTS:

- 1. Roofs: 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.**

2021 Contract with HP Roofing for **Buildings # 29 and #15**: Signed 4/12/ 2021 Began work this week on #29.

#29 Landing Road: Leaks in both 29-1 and 19-2.
Aug 3, 2020: Building tarped.
Work on **# 29 will start Week of May 2, 2021.**

#15-1 Mastro Lane Roof / Skylight Leak: July 23, 2020, water leaks @ kitchen skylights.
August 3, 2020: Unit 15-1 has been tarped.
Work on Building #15 will begin early June 2021.

#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.

**ACTION: Bob will schedule HP for skylight removal and investigation / repairs May 2021.
HP agreed to provide their roofers with skylight installation retraining.**

#45-1 Bob and Penny Edwards: Informed us on Feb 23, 2021 that the snow slides off of the new membrane (kitchen) roof. It has piled up high enough to block the window, and block the utility room door. HP Roofing recommends snow retention devices on that roof. Board discussed reasons NOT to retain snow on roof. We will look at more shoveling or other options. No path is in the line of snow falling off the roof.

ACTION: Detailed proposal and quote from HP requested. (Duralast rail system.)

#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.

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

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

#27-1 skylight interior trim work: Sherry Noyes confirmed the interior work was completed by her own contractor. She has now sent invoices. Heather will discuss with the owner regarding her decision and responsibility for going ahead with work and own contractor without Board approval .

Comparison quotes for Roof Contract for future years:

Joan Holcombe referred **Burrell Roofing** from Williamstown VT. They were provided specs on the job and did not respond. Board will drop them.

Sherry Noyes provided the name of **Blue Sky Roofers**. Heather has contacted them to determine future interest. Board asked if they have they done all aspects of our project (insulation, plywood, chimneys, skylights, etc)? We wait for their response. If they have and are interested in doing additional building in a year or perhaps a future year, we will consider adding them to present contract.

2. PAINTING/ CARPENTRY

Deposit paid to DeVoids for painting two buildings in 2021.

ACTION: Heather will confirm the schedule.

#37, and Building # 15.

DeVoids has been contacted to get a carpenter for any related rot repairs.

#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) - waiting for completion.

ACTION: Dan P. built the fence 4/23/201, and now needs painting.

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

ACTION: Remind Dan Poljacik to paint unfinished areas. (Scheduled in April 2021).

27-2 Maria Dailey reports front door porch rot and detaching stairs. She is willing to replace porch herself and have any painting done by HOA because she needs it done this summer. She will submit proposal for approval.

ACTION: Front Duplex steps may need maintenance and repair. Board needs to make a plan for assessment and schedule of repairs.

#7 Mastro Lane: Siding and trim rot discovered Fall 2020. Butch Ruggles will do this project in May as second project.

#25: The gutter on the front side of building is leaking and needs to be replaced. Butch Ruggles mentioned a seamless gutter contractor,

ACTION: Bob will contact recommended Gutter Contractor for several gutters.

#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 (Todd Vreeland / Bob Chorney)

3. GROUNDS MAINTENANCE:

Todd and Joan met with Teddy's Lawncare (Trevor) for potential projects and getting quote for Gravel / Loam / Seeding work, and request to mulch when mowing, (not bag the clippings). He protracted Covid and therefore was unable to provide a quote. Board discussed balancing additional costs and time for projects; maybe do less mowing in August to balance out Spring high maintenance needs.

Mail Kiosk: Mail Kiosk will be re-shingled, also needs carpentry repairs and painting. Bradford Lane shares this kiosk with Shaker Landing, and may be a source of shared funding. HP quoted \$1500 in 2020 for the roof. Can we do it ourselves?

ACTION: Reroof as part of next roof work by HP work as completed.

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: Butch Ruggles has (5) new doors and frames on order and will be starting on this the first week of May.

Triplex Water Meter Replacement: Town of Enfield: COMPLETED Friday April 23.

Dryer Vents: Should be cleaned out annually. never been cleaned. We will schedule and send bill to each owner.

ACTION: Heather will send out to all residents when they will be done to be done late May.

Work Day- May 8 (rain date May 15)

- Docks staining (prep for installation)
- Pick up sticks and old landscape cloth around the property.
- Steps down to Triplexes- powerwash and touch up
- 47 Deck paint- second coat
- Touch up small projects staining around all buildings
- 2 free-standing wooden electrical closets - new shingles and be painted.
- Mulching under and around blueberries and pump station trees.
- Move sand buckets around property to Dumpster area
- Plant planter at Mail Kiosk
- Gravel Unit 33 and 35 paths

New Business:

- #43-1 small roof over front door- rotten
- Wash-out- at walkway #45-3.

ACTION: Identify and prioritize list of needs and balance repairs as we go. Present to owners and ask for thoughts on future pace of repairs and payments. .

Adjournment 7:05

Respectfully Submitted, Joan Holcombe, Secretary