



## SLCA Board Meeting Minutes

Monday April 5, 2021 5:30 PM

### ZOOM MEETING

**Attendance:** Board: Bob Chorney, Maria Dailey, Todd Vreeland, Joan Holcombe  
Evergreen, Heather Doran  
Owners: none

#### **March 1, 2021 Meeting Minutes: Approved**

**Open Forum:** Owners comments or concerns: Joan reported 33-2 is for sale as well as 37-2 and 35-3.

#### **Finances / Treasurer's Report:**

Financial reports will be posted in TownSQ site, and also to the Shaker Landing website.

New Financial person at Evergreen; will add comparative budget (2021-2020) out to Board from now on.

Report will track February and March office expenses and electric expenses together in next report. Not any unusual financial change seen. Motion to approve (Maria/Joan)- Approved

#### **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 maintenance access or pedestrian passages. Subject to Board approval for each project. A draft of a proposed amendment will be shared for board review (March 8.)

**Action:** Todd and Heather working on 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.

- April 9 - Heather will send out proposal and field questions.
- April 19- 5:30pm Zoom Q & A for discussion for all owners
- April - Legal adjustments as required
- April 26 - notice for vote( Proxy /or Zoom meeting
- June 2- 5:30 Deadline for Prozy or Vote (zoom) meeting

#### **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.

The 2021 Contract with HP Roofing for **Buildings # 29 and #15**: still pending. April 5. HP informed us they are talking probable schedule with the foam insulator, also sorting out issues with shingle delivery.

2. **#29 Landing Road**: Leaks in both 29-1 and 19-2.  
Aug 3, 2020: Building has been completely tarped to prevent further problems **Building # 29 will be the first building roofed in 2021.**
  
3. **#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 15-1 has been tarped as needed on the kitchen side.  
**Building #15 will be the second building roofed in 2021.**

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

Joan Holcombe referred **Burrell Roofing** from Williamstown VT.

Sherry Noyes- gave name of **Blue Sky Roofers**. We will approach them to determine future interest. May pursue for future.

**ACTION: Bob Chorney waiting for Burrell Roofing call back on bidding for the future. (no replies as of 3/30). Evergreen will pursue interest in bidding from Blue Sky roofers.**

5. **#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: Week of March 22, 2021 HP removed some shingles and plywood at the vent pipe and supplemented some gaps in the foam insulation. (Completed.)**

6. **#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.

Week of March 22, 2021, tarp removed.

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

7. **#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.

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

8. **#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.

9. **#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.

10. **# 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, once Covid concerns are reduced. Owner has confirmed she has completed interior work on her own.

#### **11. PAINTING/ CARPENTRY**

**Deposit paid to DeVoids for painting two buildings in 2021.  
Heather will confirm the schedule.**

**ACTION: Board will determine which two buildings to paint for 2021.  
Bob will line up a carpenter for any related rot repairs.**

12. **#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 in April 2021.

13. **#37 Siding Repairs Complete**, except for one unpainted batten on #37-1 chimney.

**ACTION:** Remind Dan Poljacik to paint this. (Scheduled in April 2021.)

14. **# 27-2** Maria Dailey reports front door porch rot and detaching. Needs follow-up.

15. **#7 Mastro Lane:** Siding and trim rot discovered Fall 2020.

**ACTION: Inspect and Schedule repairs:**

16. **#25:** The gutter on the front side of building is leaking and needs to be replaced.

**ACTION:** Todd Vreeland - Spring 2021. Wrap in to HP roofing work on roof this summer.

17. **#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) for September.

#### **GROUNDS MAINTENANCE:**

1. **Groundskeeping:** Teddy's Lawncare has started Spring Cleanup: Remove walkway sand bins, sweeping and cleanup of the walkways and parking areas, gravel, sticks, leaves. Grass Areas between 33-35-37 are very compacted and not growing grass and uneven. Shall we ask mowers to leave clippings? Do we add additional soil and seed?

Action: Todd will reach out to Teddy's Lawncare for their advise.

2. **Mail Kiosk:** Mail Kiosk should 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.

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

3. **2 free-standing wooden electrical closets** should also get new shingles and be painted.
4. **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: Todd Vreeland has 2 contractors lined up to check these out. Joan and Bob will make list when looking at building needs on April 6.

#### 5. **Triplex Water Meter Replacement:**

Town of Enfield, Jim Taylor, is working with Evergreen and Joan Holcombe: Plans in place to inform all Triplex owners and tenants of upcoming water meter replacement. Water will be interrupted for approx. 2 hours to each Triplex. Owners and renters will be informed.

6. **Dryer Vents:** Should be cleaned out annually. never been cleaned. Billable to each owner.

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

#### 7. **Work Day- May 8 (rain date May 15)**

- Docks painting (later installed)
- Pick up sticks around property.
- Steps down to Triplexes- powerwash and touch up
- 47 Deck paint- second coat
- Touch up small project staining around all buildings

Adjournment: 6:48pm Respectfully Submitted, Joan Holcombe