

Board Meeting

October 7, 2023

10:00 am

In attendance:

President: Lois Tupay

Vice president: Michael Blasi

Secretary: Joan Lamarca

Treasurer: John Lydon

Other attendees:

Accountant: Christine Morrison CPA

Property Manager: Mike Coppinger (MJC Property Management Services)

Lois began the meeting by explaining that she had a conversation with our accountant to verify that we indeed have enough money set aside to cover the costs of the gable ends and other roof work including insulation. She will send out the contract we have from Galiano's for the board to review. While the gable work will be postponed until the spring, the panels will be replaced, a leak into unit 21 will be addressed and insulation in the attic area above unit 23 will be completed. She reviewed our upcoming projects. That list is added at the bottom of the minutes for owner reference.

John questioned whether the gable ends should be done first. (note: Mike C. addressed this at the 11am meeting). He pointed out that if we give a deposit we should also have a beginning and/or end date for the work. All were in agreement. Lois is sending out the contract for members to review. He also reminded us that based on where the 2024 budget stands *monies are very tight*.

Fire Marshal Project

Lois relayed a recent conversation with JP Sprinklers as to our current quote. They stated that the quote was written some time ago and as prices for materials have gone up. That increase would be passed on to us if and when we decide to go ahead with sprinklers in the next year.

Lois also discussed efforts to work with building #1 to save money. She has reached out to our current contact. It should be noted that Mike the BOD member she was in regular contact with and had worked to develop a positive working relationship sold his unit. They are currently without a BOD president.

John questioned whether paving of a fire road is required. He did not see such a rule in the fire code. He asked for an email or other proof in writing from the fire chief that we were told it had to be paved.

Lois will get specs for fire road development, hiring a civil engineer. We will move ahead in getting a quote for the road.

The board discussed info/pictures and specs sent from the owners of unit 20 regarding a unique type of ladder for emergency egress. While the BOD felt they would not work for us, we agreed to run the idea by the fire marshal for confirmation.

Budget

Christine reviewed the budget. John questioned the cost of insurance and will look into getting quotes for a better price. Joan suggested removing the phone service to the game room. The board agreed.

Property Management Report

Heaters: When Keyser came aboard 2 years ago we replaced one heater in the basement and one in the game room. The one in the basement needs replacing. Mike is working with Keyser on this.

There was a question about the need for the heater by the lower back door. Do we really need it? What purpose does it serve. It was agreed to make sure it is set at its lowest temperature.

Propane/gas line: The pipes out back that go under the decks are corroded and need to be replaced. The outside pipe in front of the laundry room is beginning to corrode. The other pipes in the front to the building are in good shape. Mike will send a picture. He is working with Keyser and will get a quote. It will most likely be a 3rd party vendor who does the work. It should get done before it snows.

Meeting adjourned 11:05

Addendum

Project Review:

Note: some projects were unable to begin based on availability of contractors and increased cost.

- Renew Property Manager – MJC Property Services
- Locked in new propane rate at \$1.89
- Serviced Septic System
- Open Pool /Pool Furniture
- Paved upper parking lot and filled pot holes on roadway
- Change access code
- Installed front lower door lock
- Replace smoke/CO detector
- Add signs (quite hours posted, 2 private property)
- Replace waste pipe iron cast iron to PVC
- Stain and repair balconies on annual rotation (8 balconies per year)

Note: Project starts week of Oct 9th

- Roof Panel (3) replacement

- Schedule for October
- Add Foam Insulation in Attic
Estimate \$17,000
Scheduled for October (Project is dependent on Roof Repairs)

Future Projects for 2024 ...

- Fire Code Solution

Sprinkler System estimate \$335,000

Juliette Balconies estimate TBD

Implemented in 2024 based on VT Fire Marshall requirements)

- Lean-to-Roof Over gable and Balcony (unit 21 and 24)
(Estimate \$58,000 Unable to begin project based on weather issues this summer)
- Soffit repair in unit 24
- Gas pipe replacement
- Repair retaining wall/walkway/patio
Estimate \$18,000.
- Tennis Court
Estimate \$30,000
- Replace Game Room Doors (inside and outside)
TBD
- Building Siding Maintenance
TBD
- Building Fascia
TBD
- Paving lower parking lot

TBD

- Tree removal south west – add more sunlight to side of building
- Pool - improvements

TBD

- New basement heater