

Board Meeting Minutes Holiday Beech Villas Homeowners Association

Meeting Date: **March 11, 2017** Meeting Place: Holiday Beech Clubhouse
Beginning Time: 10:00 Ending Time: 12:00

The meeting was called to order at 10:05 am by Mark Deasaro, President

The meeting was held as a conference call with Board members on-site, and Board members calling in.

On-site: Clyde Dills, Marlene Rockwell

On-site: Renée Castiglione, Property Manager

Called in: Mark Deasaro, Carol Robinson, Jeff Hardin, Richard Mayeron, Jorgene Barton

Homeowners on-site: Bryan Martin, B206; Kay Dills, F124; Patrick Currie, F125 and F126

Homeowners called in: MK Brennan, F226; Alex Riera, F221; Peggy Peterson, G130

Mark opened the meeting and welcomed Board members and homeowners. He stated that he appreciated that homeowners called in to the conference call, and attended at the clubhouse, and are taking an interest in how the Board is working to get all the buildings renovated, in the fastest possible way, at the least cost to homeowners.

Mark asked Renée to explain the process of getting bids. Renée explained that the next building we were hoping to renovate was the F building. She asked four contractors if they would be interested in bidding on this project. Quality Builders was not interested. VPC Builders, Fuller and Fuller Contractors and Pyramid Builders were interested. Request for Bids were sent to these three contractors. VPC read the bid and said they weren't interested. Fuller and Fuller came up and looked at the F building, and seemed interested, but did not bid on the project. Pyramid Builders, which is Andy Porter, was the only contractor to submit a bid (he was the General Contractor for the K building, in which he sub-contracted the work to George DeLaura). This bid came in much higher than expected at \$412,000. It would take HBV four to five years to pay this off, which would delay other buildings getting renovated, until that loan was paid.

When this bid was presented to the Board, Clyde Dills had the suggestion of HBV working as its own General Contractor (GC), which would save HBV money. Renée discussed this with the Building Inspector, John Merritt, and after he did some research, found that we could, in fact, act as our own General Contractor. The one problem is the bank would not give us a loan if we are our own GC. A homeowner is interested in lending us the money, at a lower interest than the bank would charge. We are waiting to hear if this will be possible.

During the conversation it was concluded that because George DeLaura has worked on all three buildings completed to-date, that he would be the best person to subcontract the work for the next building, as long as there was a contract, such as was for the K building, where there would be a 5% penalty on total cost of the project if the work wasn't done by the deadline date.

The Board found that even moving forward with HBV as its own GC, the F building still came out as the most expensive and would still delay work on the other buildings. The discussion then moved to the cost of the G and H buildings. The H building top floor was redone approximately 7 years ago,

where the then-homeowners paid for the work. The Board decided that we would not redo the design of the siding and redesign on that floor, and therefore save money. By doing that, the combination of the G and H building renovation came in at a lower cost than the F building. In a shorter timeframe of paying back the loan, we could then get two buildings done, and be able to move on to the other buildings.

There was a consensus that the F building, being the largest and most expensive will be the last building to be done, so it does not hold up other buildings from being complete. Renée said that in the time that we are working on the other buildings, we can also do work to the F building out of the General Maintenance budget so that the building would not be "neglected". Renée also stated that this last summer the B and C buildings were painted to give them a fresher look and the stairs at the B building going to the top floor were reinforced. The plan this summer is to do some work at the E building by painting the 1st and 2nd floors and do some work on the stairs leading to the top floor. We will continue to do as much maintenance on the remaining buildings as possible, until the time when that building is renovated.

Bryan Martin, B206, asked as a new owner, what the renovation involved. Renée stated the following:

- Replace all rotted wood
- New design of the top floors (except H building)
- New vinyl siding on all floors (except H top floor) and new vinyl shakes as part of the redesign of top floor (except H top floor)
- New deck boards on top floor
- New deck boards, where needed on other floors
- New stair design for the G, H; and possible reinforcements for the C building
- Fix headers and thresholds, where needed
- Add deck ceilings to front and back of 1st and 2nd floors
- Windows and doors are homeowner's responsibility. With the renovation homeowners will have the opportunity to purchase new windows and doors, but installation will be covered by the assessment.
- Reinforcement and new deck posts for back decks, where needed
- New cable railings at all buildings on all floors

The Board asked what the process would be for HBV to act as its own GC. Renée stated that she, as the representative of HBV, would get the building permit. She would work closely with the Town's Building Inspector, John Merritt, in the work that would be done at the buildings and she would request all inspections be done at the proper time. Renée has spoken with John and he is ready to be a "team member" in this project. Should the Board approve this idea, Renée would set up a meeting consisting of herself, John and George before any work is started to make sure all parties understand their roles in this project.

Discussion continued regarding the cost of the H and G buildings. It was suggested by Marlene that since being our own GC is a new way of getting the work done, we start with the H building, since it is the smallest, and least expensive, of buildings needing to be renovated. The Board agreed. The consensus of the Board was if that was a success, then we would continue the process and renovate the G building, since all the tools, dumpster and supplies would already be in that area so there would not be an added expense in moving all the supplies somewhere else.

The Board looked at the fee schedule of paying back the loan for the combination of the G and H buildings. Clyde Dills made the motion that a one bedroom unit will pay \$125.00 per month, and a two bedroom unit will pay \$170.00 per month for the timeframe of two years and 5 months, beginning May 1, 2017. Marlene seconded the motion. The motion passed unanimously.

At the end of that time frame, 2 years 5 months, we would be able to move on to the next buildings.

Mark asked if there were any other questions or comments. Carol asked that the April 15th Board meeting be changed to April 22nd, since the 15th is Easter weekend. The Board agreed on the change. Being that there were no other questions or comments, Mark adjourned the meeting at 11:12 pm.

ADDENDUM:

On March 22nd, the Board was informed by Renée that the loan we were hoping to receive from a homeowner, which would allow HBV to act as its own General Contractor, did not come through. The Board voted, via email, to move ahead with the same project, and the same amounts voted upon in the Special Assessment meeting, using a loan from the bank. This loan would extend the pay-off period from 2 years 5 months, to 2 years 10 months.

Respectfully Submitted,
Renée Castiglione