

Carlson's Ridge Homeowners' Association

Minutes: Board Meeting of June 3rd, 2015

Present: B.O'Loughlin, A.Masini, W.Terbrusch, Terry D'Andrea, A.Lachlan,
Kent Humphrey,REI.

also present-Homeowners : Joe & Lois Snow, Jack & Teddy Oxton,
Sam & Catherine DeLuca,

Meeting was called to order at 6.30pm.

As first order of business, attending homeowners were asked if they were bringing any issues to the Board. No issues were forthcoming.

BUDGET RECONCILIATION CHANGE.

Bill reported that the Deferred Maintenance Budget was out of balance due to the recording of two invoices totaling \$3578.68 charged to that account. An adjustment (credit) of the same amount is now needed to balance the expenditure of \$3578.68.

Kent stated that he would have this adjustment made on his return to the REI office.

PROJECT UPDATES.

Power Washing and Painting of (20) Decks - was completed by May 26th.

Ice Damming Roof Repairs (6) – Contractor review of repairs received, work is planned to begin approx. July 15th. Estimate for 6 roofs = \$9000; approx. \$1500. per roof. Four of the six roofs are a result of structural failure where buildings meet. One is roof sloping directly into chimney, one is ice damming leak in same area as large damage in 2011. Plan is to charge these repairs against the Reserve for Roofs, with Board consensus. The Board agreed unanimously.

Driveway/Street/Walkway Condition Assessment.- A walk around on May 27th was taken to observe conditions in order to evaluate repairs for this year. Overall, nothing critical. The **Streets** have settled from the frost heaves. There is one area in front of 24CRR that requires a small patch. There are 4 areas where curb repairs are required. **Driveways** are generally in need of a fair amount of Hot Asphalt Sealing, as well as overall Sealcoating. There may be 6 driveways that

require Asphalt repairs of varying degrees. We will have a contractor here shortly to provide some estimates for repair. The asphalt repairs will take priority. **Walkways** are generally in good condition. There are 4 walkways in addition to the Gazebo that require repairs, two have been contracted for repair within the next two weeks. One just requires webbing between sections and the last we must evaluate further. The walkway by the Gazebo is a large expense and must also be evaluated further due to cost. The estimate to repair 8 panels was \$4500.00.

Gutter Replacement Project. – There are 15 homeowners going forward with gutter replacement in varying degrees. Meeting with the homeowners to get their input on what sections they were interested in replacing completes the second phase of this project. The next phase is to provide this information, broken into 3 size segments: Large – 9, Med – 4, Small – 2 to the Contractor who will now meet with homeowners to review their project and provide pricing estimates. We anticipate this work to start during the same time the roofing repairs are under way in mid-July. The Contractor for both projects is A+ Home Improvements.

Discussion Item 1: Limited Common Element Maintenance. This discussion is to assure that we have the correct information before taking any next steps.

Limited Common Element.

Maintenance Responsibility.

Shutters	Homeowner
Awnings	Homeowner
Door Steps	Board (risers only).
Stoops	Board (railings only)
Enclosed Porch	Homeowner
Decks	Shared Cost (power wash & paint)
Patios	Homeowner
Exterior Doors	Homeowner
Storm Doors	Homeowner
Windows	Homeowner
Space Heating	Homeowner
Water Heating	Homeowner
Air Conditioning Unit	Homeowner

The Board agreed with all of the above.

Discussion Item 2: Funding of Reserves. This discussion is also to assure that we have the correct information before taking any next steps.

Summary of Reserves.

<u>April 2005</u>	<u>June 2005</u>	<u>January 2010</u>	<u>June 2011</u>
\$30,322	\$24,425	\$27,125	\$31,300 (2014)

Streets Streets Streets Streets

Gazebo

Garage Doors Garage Doors Garage Doors Garage Doors

Ground Lights

Decks Decks Decks Decks

Gutters/dspts Gutters/dspts Gutters/dspts Gutters/dspts

Roofs Roofs Roofs Roofs

Undergrd Pipe

*Except for streets, no repair items in reserves. Only replacement.

**Driveways not considered in any of the reserve funding.

***Concrete walkways not considered in any of the reserve funding.

The Board agreed that repairs to Driveways and Concrete Walkways be added to the List of items covered by the reserves.

Note: Funding for 2015 is \$32,500 plus interest for a total of \$32,817.00

Communications.- Emails, New Web Site, Directory.

The new and improved web site is up and running thanks to Tony and Angie.

Emails. Angie would like to have all homeowner's Email addresses added to the next issue of the Directory.

If this can be attained the Newsletter and Board Meeting Minutes could be distributed via Email.

Condition of Shutters/Remedies.

Shutters which are faded or damaged can be replaced or repainted by the Homeowner.

For repainting, the paint to use is Krylon Fusion Paint obtainable at Home Depot.

Dryer Vent Cleaning.

The subject of vent cleaning was raised and it was decided that a letter containing the Board's recommendation regarding frequency of cleaning should be sent to all homeowners.

New Business. There was no new business and the meeting adjourned at 8.30pm.

The next meeting will be a Board Meeting on September 10th at 6.30pm in the Senior Center.