

**SILVER RIDGE CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
HELD VIA ZOOM  
FEBURARY 28, 2023**

**CALL TO ORDER:** President Greg Gummer called the meeting to order at 6:00 p.m. The following Board members were also in attendance: Paul Coleianne, Shalola Johnson, Brenda McCullough, Edith Smith and Bob Walton. Michael Clisham was unable to attend the meeting. Margaret Bell was present representing Brodie Management.

**Approval of Minutes:** The minutes from the January 24, 2023, Board of Directors Meeting were submitted to the Board for approval. **Paul Coleianne made a motion to approve the minutes as submitted. Edith Smith seconded the motion. All in favor/none opposed. Motion carried.**

**PRESIDENT’S REPORT:** Greg Gummer submitted his report. Highlights are:

- Fire alarm sounders – it was determined via the Fire Marshall that usage of three alarm devices in each unit is required. This will require further investigation.
- Quotes are being obtained for painting 3901 Hannon and 3901 Darleigh.
- Pet waste stations have been installed.
- Front door repairs/replacement at 3802 Wean has been delayed pending availability of parts or replacement.
- A meeting with the Declaration Amendment Committee was held. Committee members offered changes to specific amendments, including leasing and carpeting. The suggestions were forwarded to the attorney for review.
- Roof replacement to be reviewed for 3800-3802 Meghan.
- There was heavy water damage from a sprinkler break in 3800 Meghan. The insurance adjustor has been slow to respond. Owners are living off-site.
- Deck work in Perry Brook has been completed.
- There has been a great response from the community regarding team membership. Committees are Communication, Declaration and Landscaping.
- Spring inspection date has not been scheduled. To be determined.

**TREASURER’S REPORT :** Paul Coleianne submitted his report. The cash balances as of 1/31/23 are as follows:

• Cash- Community Operating	\$16,039
• Community Replacement Fund	\$347,879
• Elevator Replacement Fund	\$290,026
Total Replacement Fund	<u>\$637,904</u>
Total Available Cash	\$653,943

**MANAGEMENT REPORT:** Margaret Bell submitted her monthly management report. Highlights follow:

- Fire Alarm Panel (3901 Darleigh): Karl (Calvert), Logan (BFPE) and Margaret met again to review drawing and plans to install sounders in the units at 3901 Darleigh Rd. This is going to a complicated and expensive project.
- Building Renovation (Painting only): 3901 Hannon and 3901 Darleigh are the last two buildings to be painted. Margaret asked if the Board would like her to get quotes for 2023. The Board will discuss.
- Pet Waste Stations: David Parravano will install stone around the pet station across from Wean due to the extremely muddy area.
- Front and Back Door Replacement: Following up with Lokteck for the quotes for the front door at 3802 Wean. Jeff Tinkler will send a proposal.
- Declaration/Bylaw Changes: A Special Meeting for the proposed Declaration and Bylaw Amendments will be held on April 25<sup>th</sup>. Margaret will schedule the meeting at the Perry Hall Library.
- Sprinkler Replacement: There are approximately 55 sprinkler heads that need to be replaced in the Silver Ridge storage rooms. VSC is sending a proposal. When the heads are replaced, the water to the building will be temporarily shut off to the building.
- Roof Replacement: Northeast Contracting is sending a quote for roof replacement at 3800 – 3802 Meghan.
- Sprinkler Break: On December 24<sup>th</sup> a pipeline line froze and flooded the 3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup>, and ground floor units in 3800 Meghan Drive. The common area hallways and another unit also sustained damage. We are currently waiting for the insurance adjustor so we may move forward with repairs.
- Power Washing/Staining Decks (PB): The Board is discussing a proposal from Tinkler Construction to power wash (unit owner expense) and stain which also seals the decks (Association expense).
- One Call: The One-Call system is a great way to communicate with residents regarding projects, meetings, emergency situations, etc. from Brodie Management. You may receive a phone call and/or email or both.
- Spring Inspection: The annual spring inspection by the Board and Brodie is scheduled for April 15<sup>th</sup>. This is for the entire property. Margaret will be contacting each Building Rep to walk the interior of their building.

**OPEN FORUM:** The following comments/questions were asked and made by the owners:

- Margaret Hubbard asked what door replacement meant at 3802? Margaret explained the replacement is for 3802 Wean, not Meghan.
- Margaret Hubbard reported the paint on the window at 3802 Meghan is peeling. This is being included in the spring painting project.
- Linda Leizear reported that a sprinkler head in her unit has dropped. A list will be sent to VSC to reconnect the sprinkler head. This may require cutting the drywall.

- Deirdre Clawson discussed the purpose of the Communication Committee is to assist the Board and Management.
- Deirdre Clawson inquired about whether you can require residents to use the pet waste stations. She suggested taking pictures of those not using the stations. There is no rule requiring a pet owner to use the stations.
- Deirdre Clawson requested that the Master insurance policy be posted on the website. Margaret will send her a copy of the insurance policy. However, Margaret stated this should not be posted on the website. A Certificate of Insurance is be posted.
- Marge Lugenbeel was upset that it has taken the insurance adjustor so long to provide the quote. She has been out of her unit since December 24<sup>th</sup>. Margaret agreed this is an unusually long time for the quote to be provided. She has made several attempts via phone calls and emails to contact him with no response. Margaret reported the issue to Helena at the Claims Department at Schoenfeld Insurance. Helena followed up and reported the issue to the insurance adjustor's supervisor.
- It was asked whether the delay in the adjustor's response was due to Silver Ridge having a new insurance carrier in 2023. Margaret said that as with most industries they are short staff and swamped due to all the claims throughout the country. Travelers is a reputable company and would not delay response to a claim that is their responsibility.
- Deidre Clawson disputes the Fire Marshall's report the three horns will be required in each unit. Margaret will send her a copy of the report.
- Shelly Kreider reported water on the floor in the Meter Room. This may be a Verizon issue after the new wiring was installed. Margaret will report to Verizon.
- Roger Cullen inquired about when the gutters were cleaned. The gutters in front of building overflows. Margaret will check with Gutter Guys to see if there is an issue.
- Roger Cullen inquired about the cost of the power washing for the Perry Brook. The amount has not been determined but could be up to \$300.
- Chris Agbulghani inquired about why the meetings are held via Zoom. The Board will consider starting in person meeting in March.
- Shelly Kreider reported that the area where the pet station between Wean and Chardel is very muddy. Margaret reported that options are being discussed to correct the situation.

**ADJOURNMENT:** There being no further business, a motion was made by Shalola Johnson and seconded by Edith Smit to adjourn the meeting. All in favor, none opposed. Motion carried. The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Maria Tracey