

**SILVER RIDGE CONDOMINIUM
BOARD OF DIRECTORS MEETING
March 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: Michael Clisham, Paul Coleianne, Brenda McCullough, and Bob Walton. Margaret Bell was present representing Brodie Management.

Approval of Minutes: The minutes from the March 22, 2022, April 26, 2022, October 25, 2022, and February 28, 2023, were submitted for approval. **Paul Coleianne made a motion to approve the minutes as submitted and Michael Clisham seconded the motion. All in favor/none opposed. Motion carried.**

PRESIDENT’S REPORT: Greg Gummer submitted his report. Greg welcomed everyone to the meeting.

- Fire alarm sounders – 3901 Darleigh and 3907 Hannon were tested to assure the required 75 decibel reading was reached. Neither building passed. The Fire Marshall said that three sounders would need to be installed in each unit. This will require more investigation.
- The Board is examining interior painting in 3901 Darleigh and 3907 Hannon.
- One pet waste station near 3800 Wean will be moved.
- Door repairs and painting are needed for the front and rear doors at 3800-3802 Wean, 4104-4016 Chardel, 3800-3802 Meghan, 3905 Darleigh and 3901 Darleigh.
- The Special Meeting for the Declaration and Bylaw Amendments will be held on April 25th. Notice will be sent.
- Roof replacement for 3800-3802 Meghan is on hold – waiting for repair quote.
- Repairs for water damage from sprinkler break at 3800 Meghan are in progress.
- Mold on decks in Perry Brook will be removed in the fall.

TREASURER’S REPORT : Paul Coleianne submitted his report. The cash balances are as follows:

	Feb 28,2023	March 31, 2023
• Cash- Community Operating	\$16,039	\$32,633
• Community Replacement Fund	\$347,879	\$369,485
• Elevator Replacement Fund	\$290,026	\$277,744
Total Replacement Fund	<u>\$637,904</u>	<u>\$667,229</u>
Total Available Cash	\$653,943	\$699,862

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

- **Fire Alarm Panel (3901 Darleigh):** We are waiting for a response from the Fire Marshall. Quotes for 3901 Darleigh for sounders only range from \$30,500 (4 horns) to \$28,500 (three horns). This also includes updating pull stations and other devices that need to be

updated. This does not include the electrical part that will be provided by Calvert Mechanical.

- **Building Renovation (Painting only):** 3901 Hannon and 3901 Darleigh are the last two buildings to be painted. On hold until further discussion.
- **Pet Waste Stations:** Different options are being investigated to remediate the muddy area around the pet waste station across from 3800 Wean Drive. David Parravano suggested pavers or some type of stone. and I were supposed to meet last week for a plan to install pavers around the pet station. This is the only pet station where there is an issue. **Bob Walton made a motion to move the pet station and Michael Clisham. All in favor, none opposed. Motion carried.** The new location to be determined.
- **Front Door Replacement:** Following up again with Loktek for the quote for the front door at 3802 Wean. Jeff Tinkler declined to send a quote.
- **Declaration/Bylaw Amendments:** A Special Meeting for the proposed Declaration and Bylaw Amendments will be held April 25th at the Perry Hall Library. John Oliveri is preparing the Meeting Letter, proxy statement and proxy plus explanation of each proposed amendment. Should be mailed by next week.
- **Sprinkler Replacement:** There are approximately 65 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 will be temporarily shut off to the building.
- **Roof Replacement:** Northeast Contracting sent a quote for roof replacement at 3800-3802 Meghan at cost of \$90,089. In 2017, the roof was graded a "C" – 5 – 7 years left before replacement. NE will charge \$700 to inspect the roof for this building. **Paul Coleianne made a motion to approve the quote from NE Contracting to inspect 3800-3802 Meghan at a cost of \$700 and Michael Clisham seconded the motion. All in favor, none opposed. Motion carried.**
- **Sprinkler Break (3800 Meghan):** Repairs have begun on the units affected by the sprinkler break on December 24th. Air sample testing done in all units – #F and 3rd floor hallway had higher levels than normal. Follow up mold testing was done. Protocol sent to Phoenix Restoration for #F. 3rd floor carpet was cleaned to eliminate any issues. Follow-up testing will be done once repairs have been completed. We are working with an insurance company for the supplemental damage.
- **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.) Per an opinion from John Oliveri (association attorney) unit owner are responsible for the cost cleaning the decks, the association is responsible for repairs and staining. After discussion it was decided to put the project on hold until the fall.
- **Spring Inspection:** The annual spring inspection by the Board and Brodie is scheduled for April 15th. This is for the exterior of the property. Margaret will contact Building Rep to walk their buildings for interior inspections.
- **Exterior Painting:** Margaret met with Jeff Tinkler regarding painting common area exterior doors and windows that show signs of rust. Once the inspection has been

completed, a list of doors and windows will be sent to Jeff for a quote. Other quotes will be obtained.

- **Roof Inspections:** Northeast Contracting submitted a quote to inspect the roofs on all eight buildings at a cost of \$5,600. The Board decided to put this on hold. 3800-3802 Meghan will be inspected.
- **Carpet Cleaning:** HiTech Carpet will cleaning the common area carpets in all eight buildings starting April 17th. They will start on the Perry Brook side.
- **Awning Replacement:** A. Hoffman Awning submitted a quote to replace the torn awning at 3901 Darleigh at a cost of \$3,286. **Paul Coleianne made a motion to approve the quote from A. Hoffman Awning to replace the awning at 3901 Darleigh at a cost of \$3,286 and Michael Clisham seconded the motion. All in favor, none opposed. Motion carried.** The awning on the other seven buildings will be inspected during the spring inspection.
- **Water Proofing:** The owner of 4104 Chardel, #C reported moisture and mold in the bedroom and closet. Phoenix Restoration inspected and determined it was a waterproofing issue from the exterior. This is a common problem throughout the community. David Parravano submitted a quote to water proof the exterior of 4104 Chardel, #C at a cost of \$15,000. **Paul Coleianne made a motion to approve the exterior waterproofing proposal from David Parravano at a cost of \$15,000 and Michael Clisham seconded the motion. All in favor, none opposed. Motion carried.**

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

- Roger Cullen: Inquired about replacement of the torn canopy at 3901 Darleigh. Margaret reported that a replacement awning has been ordered from A. Hoffman Awning.
- Roger Cullen reported that the elevator opens and shuts constantly. Margaret advised that has been reported to TKE on numerous occasions. It's difficult for the tech to determine the cause of an intermittent issue. She will report again.
- Roger Cullen thanked Steve Nagy for cleaning up trash.
- Roger Cullen commented that OneCall is helpful for advising residents of meetings, outages, etc.
- Becky Hobgood stated that the list of interior and exterior violations noted by SRC will be emailed before the scheduled April 15th inspections.
- Becky Hobgood mentioned that are separate Facebook pages for the Silver Ridge and Perry Brook sections.
- Herb Ruth reported that the area between the slider and deck boards needs to be caulked to eliminate the gap.
- Herb Ruth reported that many of the decks have nails sticking up and splinters. He asked whether the decks would be sanded. He asked if the decks were inspected. Owners experiencing issues with their decks should report it to Brodie Management. Inspections can be arranged based on the reports. If the issues are part of the last deck board replacement, Jeff Tinkler, the contractor who completed the deck board replacement project, will be advised for follow up.

- Herb Ruth would like to see a copy of the paint specs. Margaret advised they are the same specs that were used when Herb was on the Board.
- Deidre Clawson inquired about establishing a Contract Committee to review proposals and contracts. There may be volunteers who are familiar with the work being done who could review the contracts to make sure everything is included. Margaret advised that all contracts are reviewed by the Board as part of the Board's responsibilities. The Board Members bring experience in many fields. If necessary for long-term contracts, such as the elevator contract, John Oliveri has been asked to review the legal language and make recommendations. For roof contracts, a professional consultant has been hired to review the proposals, make recommendations, and make site visits to inspect during the installation of the roof. Jonas Brodie is always available to review proposals/contracts before the Board approves.
- An owner voiced concerns about the landscaping company. Greg Gummer noted that Brodie Management will be soliciting proposals for the Board to review for a new company in 2024.
- Esther Foster asked the name of the trash company. Margaret Alvin Parlett is the contractor.
- Esther Foster inquired about what days the trash is picked up. Trash pick-up days are Tuesday and Friday with recycle on Thursday.
- Esther Foster inquired about the fascia repair at 3802 Wean. Margaret advised that NE Contracting has been hired to make the repair.
- Ilsa Flohr commented that the first-floor lobby carpet in 3901 Darleigh looks awful. It has stains that cleaning does not remove. She asked whether it could be replaced with some type of laminate flooring. The Board advised Margaret to look into options to replace the lobby carpet.
- Linda Leizear inquired about a Landscaping Committee. Margaret will ask Shelly Kreider if she wants to Chair the committee. One Board Member will represent the Board.
- Joan Birmingham discussed the condition of the trash corral and trash cans located between 3905 and 3901 Darleigh. She inquired about replacing the trash cans. Greg Gummer advised that each building paid for their own large trash cans. This would not be an association expense.
- Margaret will send a list of the Building Reps to the SRC.

ADJOURNMENT: There being no further business, a motion was made by Michael Clisham and seconded by Bob Walton to adjourn the meeting. All in favor, none opposed. Motion carried. The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Maria Tracey