

DREAMS LANDING CONDOMINIUM
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, February 26, 2015

BOARD MEMBERS PRESENT:

Bernadette Benik, President
Rusty Bergen, Vice President
Nan Harrison, Secretary
Robert Van Buskirk, At-Large

OWNERS PRESENT: Christine Alvey, Jean and Jim Morrow, Nancy Russell, Dennis Seymour
MANAGEMENT COMPANY REPRESENTATIVE: Juliette Horney

Bernadette called the meeting to order at 6:30 p.m. and the minutes of January 29, 2015 meeting were approved as written. Starting Saturday, February 28 Nan will take over posting the minutes to the web site as soon possible after the meeting. Formal approval will take place at the following meeting, with any changes noted at that time.

OWNERS'S ISSUES

The Morrrows asked about posting of minutes (see above), requested that email be used more often to keep owners in the loop. They also asked about the intermittent lighting problem in the lower courtyard (repaired) and what the policy on what owners are required to shovel. They asked about the water shut-off valves for individual units (see below). They noted that they had an energy audit at the end of the summer and requested permission to encapsulate their crawl space, block the outside air vents and requested that insulation be added to the crawl space access hatch. Juliette will speak to Victor Hare about the crawl space items. Dennis Seymour suggested that rather than add insulation to the hatch cover (which could shift every time the hatch is opened) a removable vertical plywood barrier be added inside to block drafts. Three owners in the 500 building and some in the 600 buildings paid to have foam insulation sprayed in their crawl spaces and they reported that it has helped.

Pipes froze in 1103 and 1104. The shut-off tool could not be located and the city had to shut off the water supply to the whole community so that the burst pipe could be repaired. It was also discovered that even if the tool had been found it would not have worked because the valves to both units were stripped. It was suggested that since the outdoor shut-off valves are below grade, and very old, they be abandoned and replaced with a gate valve located in the crawl space of each unit. This would eliminate the need for a special tool and be more accessible. Juliette will speak to plumbers about this and obtain bids for the project. The work would be done in the spring but in the meantime it is recommended that during severe cold residents leave their cabinet doors open under sinks and a faucet open just enough to allow a small trickle of water to run.

COMMITTEE REPORTS

ARCHITECTURAL: No report.

MARINA: Dennis reported that he has checked the ice in the marina and it is fairly soft. There are three boats in the water and he has an ice eater running to keep the water moving.

GROUNDS: Van noted that before the snow arrived Brickman had done a winter clean-up of leaves, some of the dormant pruning, and cutting back of perennials in preparation for edging and mulching. They still need to schedule additional spring clean-up, edging/mulching and mowing. Items will be added to the list during the grounds walk-through which has been rescheduled for Wednesday, March 25th at 3:00 p.m. He also reported that he spoke with Bartlett Tree Service about fertilizing trees. It would cost about \$1,800 and will be discussed during the walk-through.

PETS: No report.

SECURITY/PARKING: Hardware in the DVR was not working and has been repaired.

FITNESS ROOM: No report.

POOL: American Pool submitted a contract for the 2015/2016 pool seasons. The price has gone up from \$19,032 to \$20,200 per season. Part of the reason is that during the two-year contract there will be two increases in minimum wage. The 2015 season is also one week longer. The contract will cover two seasons at the quoted price. Rusty recommended that since we have been happy with the service and the guards we continue to hire American Pool. Upon motion the board voted to sign the contract with American Pool.

TREASURER'S REPORT:

Bernadette asked Juliette to send her the statements for the reserve accounts. Snow removal costs will likely be a little over budget for this season. She has been contacted by our auditors to begin scheduling the 2014 audit.

MANAGEMENT COMPANY REPORT:

BELOW ARE THE ITEMS THAT HAVE BEEN ADDRESSED SINCE OUR LAST BOARD MEETING OR ARE UNDER CONSIDERATION/REVIEW AND NEED TO BE PRESENTED TO THE BOARD OF DIRECTORS FOR THEIR APPROVAL.

PLEASE NOTE ALL PROPOSALS WILL BE PROVIDED ONCE THREE COMPARATIVE BIDS ARE RECEIVED.

1. CONCRETE REPAIRS:*BOARD ACTION REQUIRED*****

- We are contacting the following companies to schedule a walk through to take place in February to discuss scope and collect comparative bids for concrete work to be completed in April.
 - AJO Concrete- based out of Annapolis
 - Barlow Concrete- based out of Brooklyn (MD)
 - American Core Drilling and Sawing Inc.- based out of Ellicott City
- Please discuss availability during March for this walk through.

Bernadette will schedule this.

2. CRAWL SPACES: INFORMATIONAL

- Completed on 10/21/14. Victor Hare notes additional items that needed to be corrected from his inspection on October 22nd. RJ Construction has made the additional repairs and Victor Hare re-inspected November 19th. We are waiting on final repairs from RJ, awaiting warmer weather. Victor will then be sent out to re-inspect both the crawlspaces and the pool roof.

3. ELECTRICAL REPAIRS: *BOARD ACTION REQUIRED*****

- Flag Pole Light- please vote on the purchase of the Amazon Solar Flag Pole light for \$125.00
- Electrical panels – to be discussed in closed session at the meeting.

The flag pole light will be discussed with the new electrician.

4. GUTTERS: *BOARD ACTION REQUIRED*****

- Gutter Cleaning Bid out to Mainline, RJ constructions and Cunningham Construction. Their prices are below:
 - Mainline- Quarterly- \$2500.00/ cleaning, Semi Annually- \$3000.00 /cleaning
 - Cunningham- Each Cleaning whether quarterly or semi annually \$1,580.00/ cleaning
 - RJ Construction- Quarterly- \$1300, Semi- Annually- \$2300
- Once Gutter cleaning contractor selected, repairs will be bid out to that contractor. Repairs and cleaning can be completed at one time.
- Proposal for 100% of the work to include shingle repair received from Mainline and Cunningham. Both estimates are attached, please review and advise.

Upon motion the board voted to hire Mainline to do the work provided that the price can be negotiated down to \$2,000 per quarterly cleaning.

5. MARINA CAMERA SYSTEM: *BOARD ACTION REQUIRED*****

- Please see attached the Maintenance Agreement for Kipp for the maintenance of the camera system. Please note since there is very little maintenance that occurs for this system they are offering discounted rates instead of a service agreement.

The board decided to go with a pay-as-you-go plan rather than an annual service contract.

6. POOL: *BOARD ACTION REQUIRED*****

- **Roof:** Completed on October 17th, Victor Hare notes additional items that needed to be corrected from his inspection on October 22nd. RJ Construction will be making the additional repairs once warmer weather arrives. We are waiting on final approval from Victor.
- **Contract:** Renewal for 2015 season has been bid out to the following companies. Please review and advise of vote.
 - American Pool- \$20,200.00
 - Anchor Aquatics- \$20,900.00
 - US Aquatics- \$18,840.00

See motion under Pool Committee report (above).

7. SEWER MAINTENANCE: INFORMATIONAL

- Cleaning and Televising of the laterals completed. Please see attached report.
- Cleaning of the Mains Completed. Please review the estimate from TVIE to televise the mains based on findings of Sand and Root. TVIE recommends the mains be televised due to these findings, as they suggest breaks.
- Televising the Mains Approved- Scheduled to be completed on March 9th
- Once all breaks are found scope of work will be bid out. TVIE does not complete the repairs.

8. SPRING WALK THROUGH: INFORMATIONAL

- To take place on March 25th at 4:30 pm

OLD BUSINESS:

The board decided to circulate an email inviting those interested in serving on the board for the remainder of the two-year term vacated by Ray Turner to submit their names for consideration. This would not necessarily be for the position of treasurer as the by-laws state that the individual positions are to be determined by the board members.

NEW BUSINESS:

Jean Morrow asked if painting of the buildings is scheduled. This has not been scheduled and will not be considered until we determine the cost of repairing breaks in our waste pipe system and the addition of water shut-off valves in crawlspaces .

Jim Morrow asked about the proper procedure when there is a problem with cars speeding around Dreams Landing Way late at night. DWL is a county road and the police should be called to handle the situation.

There being no further business, the meeting was adjourned at 7:40 P.M.

Respectfully submitted by Nan Harrison, Secretary

The next board meeting will be **Thursday, March 26, 2015** at 6:30 P.M.