

# Maintenance Committee Meeting

## Minutes

December 15, 2022, Thursday 5:00 pm

**Location:** Zoom : <https://us06web.zoom.us/j/85086980906>

**Attendees:** Keith Willy, Pete Shaub, Bob Seibert, Anastasia Bell, Paul McQuay, Steve Parsons

**Attachments:** Maintenance Cte Minutes 06/13/2021; Maintenance Priority Spreadsheet (updated);

1. Called Meeting to order and noted that proper notice of meeting was communicated.
2. Took attendance.
3. Agreed that strict rules of order would be discarded to help with flow of meeting.
4. Agreed to meet more frequently (monthly) while keeping tighter agenda and limiting meetings to an hour.
  - a. Regularly-scheduled meetings 2<sup>nd</sup> Thursday of the month at 5:00.
5. Ice and Snow Removal: Discussed practical approaches to snow and ice removal.
  - a. Brought Kevin Lovett's observation to team's attention: That there is no silver bullet curing all issues with snow and ice in summit county.
  - b. Recommends frequent communications to the HOA
  - c. Signage helps significantly with respect to informing community and managing risk.
    - i. Team recommended Anastasia procure 2 signs and disburse in compound.
  - d. Discussed merit of engaging community to help more with snow and ice control.
    - i. Encourage residents of buildings A, B and C to shovel next to building by allowing use if pilons to reserve shoveled spot for 24 hours.
      1. It is the respectful and courteous thing to do. IE, reward the work of residents shoveling spaces.
      2. Avoid problems with Vehicles sliding on ice and colliding with building
      3. Saves larger HOA money as avoids having to increase compensation to snow plow company for doing the same.
      4. Leverages likely engagement of higher-quality work on part of owners. ("Nobody cares as much as the owner")
    - ii. Agreed to a 3-month trial use of the practice
      1. Pete to distribute email notifying residents of the opportunity
      2. Keith discuss use of cones with HOA attorney
        - a. Already discussed with real estate lawyer
          - i. Not a conveyance of property if temporary
          - ii. Akin to rewarding temporary parking permission to employee of the month..
        - b. Mark Richmond – Advised that there is nothing inherently wrong with approach.
          - i. Make sure to allow HOA to opine on it and follow rules of adoption.
  - e. Pete rose issue of roofs over electric meters and vents on stand-alone roofs
    - i. Roofs on garages have another 3 years of use according to contractors surveying and bidding on replacing roofs.
      1. Will likely cost \$10,000 to repair vents on roofs and roofs over electric meters.

2. Keith to recommend use of \$10,000 budget to address electric meter roofs and vents on garages.
- f. Committee noted that the POZ Lock replacement project is of highest concern and recommended taking immediate steps to engage the HOA Community.
  - i. Need frequent and comprehensive reporting
  - ii. Engage community by expanding on committee membership