

M50 Buildings and Facilities Committee Minutes  
Friday, May 6, 2022 at 10:00 AM via Zoom

- 1) Call to Order – Abbie Ogawa
- 2) Roll Call of Members – Rich Johnstone

Committee Members Present: Doug Bettencourt, Rich Johnstone, Marjie Musante, Abbie Ogawa, and Mark Strovink  
M50 Members Present: Russell Ogawa  
MOD Representative Present: Clayton Clark

- 3) Approval of Minutes from April 8, 2022: The minutes were approved without changes.
- 4) Old Business

4A - Update on Roof Assessment

- a) The committee discussed the roof assessment report that was submitted by Avelar and decided a follow-up discussion with them would not be needed.
- b) Three key Avelar opinions
  1. They estimate the remaining service life for the concrete tile roofs to be in the range of 0-1 years.
  2. They recommend roof replacement in lieu of additional remedial repairs that would be extensive and costly.
  3. Continuance of diligent maintenance is essential to assisting these roofs to continue to provide service as intended.
- c) The committee discussed the possibility of performing manor rehabilitations and roof replacements at the same time. Clayton said this combined approach would reduce carpentry costs compared to performing these tasks separately.
- d) The committee discussed the approaches of corrective maintenance vs. preventive maintenance in extending the service life of M50 roofs.
- e) Clayton's comments:
  1. Preventive maintenance should be done to prevent future leaks. This would include:
    - a. Replacement or repair of broken concrete tiles
    - b. Replacement or repair of defective underlayment
    - c. Repair of gutter problems
    - d. Removal of debris in valley areas
    - e. Repair of chimney crickets to deflect water away from chimneys
  2. The maintenance would need to be completed by qualified roofers in order to get longer lasting repairs.

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3. The committee might want to solicit bids from multiple roof contractors.
  4. He is comfortable with doing roof tune-ups. M50 might want to start with tune-ups on several manor buildings to assess the results before proceeding with the remaining buildings.
  5. MOD has one qualified roofer on staff. This person might be available during the dry season to perform preventive maintenance. The MOD cost would be similar to a roofing contractor. There must be at least two workers on a roof at the same time.
- f) Mark suggested the committee should know:
1. Whether there have been roof tune-ups at other mutuals and, if yes, were they successful in preventing rain-related problems
  2. The cost of M50 rain leak repairs over the past few years. Rich will provide this information.
- g) Clayton will contact OSHA in the next few months to confirm their requirements regarding when roof fasteners are required for workers on roofs. Specifically, whether these fasteners would need to be installed for roof tune-ups. Abbie is concerned M50 might be liable for improperly installed fasteners.
- h) The committee agreed to form a sub-committee to evaluate the options of preventive maintenance/roof tune-ups and roof replacement. The sub-committee will include Doug, Russell, and Mark. Clayton will inform Avelar the sub-committee will analyze the report and make a recommendation to the committee.

4B - Update on Replacement of Exterior Light Fixtures

- a) The contract with Sang Electric for the demonstration project (installation of 7 LED light fixtures at the 5521 building) and future work orders has been signed.
- b) After the work order is approved for the demonstration project, parts will be ordered. When the parts are received in approximately two weeks, the light fixtures will be installed.
- c) After the project is completed, the committee will make a recommendation to the Board regarding the installation of LED light fixtures in M50.

5) New Business: None

6) Announcements: Next meeting will be on Friday, June 3 at 10 am via Zoom.

7) Adjournment