

M50 Buildings and Facilities Committee Minutes
Friday, January 6, 2023 at 10:00 AM via Zoom

1) Call to Order and Roll Call of Members – Rich Johnstone

Committee Members Present: Doug Bettencourt, Rich Johnstone, Russell Ogawa, and Mark Strovink (recused for any discussion on Roeper alteration request)

Committee Members Absent: Barry Grossberg

MOD Representative Present: Clayton Clark

2) The minutes from the meeting on December 2, 2022 were approved without changes.

3) Old Business

3A - Update on roof tune-ups

- a) Russell will send a proposed Statement of Work to the team. Clayton will distribute his draft contractor proposals to the team for review.
- b) Clayton's recommendations for 2023 roof tune-ups
 1. Request bids from at least 3 roofing contractors and review their bids/pricing in February, and select one or more contractors in March. In addition to Fiala, State, & Yorkshire, Clayton will contact other contractors that are insured for HOA work.
 2. Request our roofing consultant Mr. Hogue (if available) to supervise contractor(s).
 3. Start tune-ups on entry 25, which has the oldest M50 buildings, and follow with entries 24, 23 and then 22. Entry 22 buildings should be done during rehabilitation as MOD carpenters will be available to assist roofers.
- c) It was suggested that downspout screens be installed during the tune-ups to prevent downspouts from being obstructed with leaves.
- d) The team agreed that roof tune-ups are a higher priority than LED exterior lighting, in the event there is a timing conflict between the two projects.

3B - Update on replacement of exterior lighting with LED fixtures

- a) The committee agreed to a 30" height for the pagoda-style ground lamps. This height can be adjusted up or down if there are obstacles that would interfere with the lighting when the fixture height is 30".
- b) The MOD purchasing agent is seeking price information from lighting suppliers. This information will be compared to the information provided by Sang Electric.
- c) Clayton is expecting to send requests for proposals by the end of January. Doug requested that lighting suppliers provide warranty information in their bids.

M50 Buildings and Facilities Committee Minutes
Friday, January 6, 2023 at 10:00 AM via Zoom

3C – Status of condo smoke detectors and exterior alarms

- a) The Holmes Group representative will conduct an M50 site visit on January 19 as part of their assessment of M50 smoke detectors and exterior alarms. The representative and committee members will conduct smoke tests in six units, which involve the four M50 model types and the 3 phases of M50 development
- b) The demonstration project has been postponed until the committee has reviewed the recommendations from the Holmes Group, as we may decide to use different equipment. The Board has approved an expenditure of up to \$5,000 for a demonstration project of a new AC-powered smoke detector with a 10-year battery backup and a wire relay to an exterior alarm bell.
- c) There are no funds in the 2023 budget for the replacement of smoke detectors.
- d) Clayton will confirm whether the quarterly or annual sprinkler inspections include testing of alarm bells.

4) New Business:

4A – Alteration request by Herbert and Anna Maria Roeper (5401 #2B) involving hard-surface flooring in their upper-level unit

- a) The Roeper's are waiting for delivery of a sufficient number of vinyl flooring planks to conduct a walking test in their unit.

4B – The committee agreed on the order for addressing the following issues in 2023

- a) Repairs to the top cap of railings to address deterioration
- b) Procedures for resident requests to paint their exterior doors a different color (TWCM Policy 95 is a possible alternative.)
- c) A policy for walking on pergolas, including a discussion of Bill Parson's emails on this subject

5) Announcements:

- a) The next meeting will be on Friday, February 3 beginning at 10 am via Zoom.

6) Adjournment