

The Island at Hidden Harbour
Board of Directors Meeting

January 14, 2017 -- 10 AM
Meeting Minutes

Due to travel, weather concerns this board meeting was held via conference call. Mark Hannahs, Tom Murrill, Alan Dietrich, Jim Watkins, Charlie Zellers, Carol Ann Bianco joined the call at 10am. Marie Henderson and John Jensen (Mana-Jit) joined shortly afterward. Mark called the meeting to order at 10:05 am.

--Pool report:

In December, Alan sent a memo to the board with his assessment of the issues at the south pool. He and Jim had just completed a full inspection of the entire perimeter of both pools along with other related pool concerns. The fence construction was also evaluated, mostly through historical photos and documents. Both Alan and Jim concluded the proposed extensive wall rebuild project is not warranted. In short they found no evidence of bowing or structural stress on the foundation walls, nor was it noted in the engineer report

In today's meeting Alan and Jim discussed their December report findings with the board. They conclude the stress caused by the now heightened pool fence, as required by Health Department regulations, is what caused the south pool fence failure last year. This is especially true on long, straight run lengths of the fencing, regardless if the fence section is solid or open pickets.

The recommendation is to transfer the stress load via separate bracing by adding an angular, galvanized pipe covered with a vinyl sheath, support bar connected to a new off-deck concrete support point, on the long straight fence runs. Where the fence joins at deck corners, the load is transferred to the adjacent fence post adding more stability and thus not requiring this solution.

Alan then talked through the various steps to add bracing and reinforce the deck post joint meeting the deck surface. He will prepare a step-by-step spec outline shortly. After the board accepts this plan, we will then solicit bids from various contractors to perform the repairs. Jim agreed to provide some on-site oversight of the project. This work must be completed prior to Memorial Day pool opening. Charlie noted that several other Hidden Harbour properties have the same issue and they installed a similar stress load modification solution.

Alan recommended the north pool deck joint caulking be repaired as water intrusion is causing some spider-like surface cracks on that deck surface. Also, the northeast wall of the north pool is stained with black mildew caused by water runoff from the deck above. The recommended solution is to trench the ground at the point where it meets the pool wall and fill it in with stone, creating a trough allowing water drainage to get the water away from the wall area more quickly.

Another water related concern is a recurring sinkhole near the sidewalk / boardwalk area between Aruba and Bermuda. While it has been filled in multiple over the years, an underwater inspection of the bulkhead in that area is likely needed. Charlie volunteered to check under the boardwalk in the Spring to see what's evident there.

--Pool Contract:

This year Premier Pools provided pool maintenance contract options for either a 1-year or 3-year term. In both the annual contract cost increased; this is the first price increase in the past 8 years. After discussion, since the 1 year plan implied a possible future price increase, the board elected to accept the 3-year contract locking in the new cost and giving us stability for the next 3 years.

Premier Pools also sought an extra fee to store the pool furniture “off-site” in 401-A as it takes them considerable time and manpower to make these moves. After Charlie confirmed that the pool rooms are now cleaned out, the board agreed to store the pool furniture in the pool storage rooms adjacent to each pool. Earlier John negotiated with Premier Pools to take the furniture out of 401-A storage this Spring at no cost thus avoiding any moving fees going forward.

--Financial Report:

The just received financial report is the December / year-end report. While the unplanned Oahu rear wall repairs impacted the final numbers, for both the month and year we ended with a positive cash flow. Most of the Oahu owners have paid for their carpet installations; Moore & Co. are following up with several owners who have not paid on time. Updated ACH forms have been received for those using this process to reflect the new \$310 monthly dues cost. The ACH form has been modified so if a future dues increase occurs, re-signing ACH forms will no longer be required. The Reserve funding loan was repaid. The Reserve accounts ended the year higher than at the start of the year, in spite of several reserve funded projects completed in 2016.

--Fire Protective cellular option:

Following a telephone service line dispute, Carol Ann became aware of an option to use cellular dialers instead of Verizon land lines. After receiving some cost information from Fire Protective services, a cost analysis was started. Preliminary numbers suggest that while the cellular option is very attractive from a service standpoint, the cost savings do not appear to be sufficient to justify a change-over at this time. Carol Ann will continue the evaluation and report back.

--Alternate energy supplier:

Coastal Energy Supplier was recommended to the board as a possible cost saving option. Carol Ann obtained some basic information on the commercial process to obtain an electric rate cost proposal and reviewed it with the board. After discussion, it was decided not to pursue this effort.

--Planned projects:

-Painting of Bermuda and Cayman are planned for 2017. Cayman will likely be done first since we still have to repair the top decorative circle on the rear of that building. After some discussion, it was decided unless we have very favorable weather conditions it is best not to attempt to paint both buildings in the Spring. The concern is to have an active paint project underway while owners and guests are also on site.

-Replacement carpeting is planned for Dominica and Hawaii in the Spring. The Hawaii carpet should not be installed until the Hawaii awning is replaced.

-Hawaii awning needs to be replaced since the support rods are rusting badly. The awning company needs to inspect and provide a cost quote on this project.

Tom will work with John to obtain bids for the above projects.

--Misc. items:

Some replacement items need to be ordered prior to Memorial Day so they are on hand for the summer season. These include at least 2, possibly a 3rd BBQ grills, flags and patio umbrellas for the pool. Unless it can be mended, we might need to replace the tennis court net. We have no spare bridge lights now; finding they are still available, Carol Ann will pick up a few spares.

--Winter heat checks:

Earlier in the week John provided a summary of Clean Team’s winter heat check inspection that was done on 1/5/17. While no water leaks have been found, the inspections showed 32 owner units with key / access issues. Of the units that were checked, 3 had NO heat turned on, 14 units had the heat set below 55 degrees (as required by the insurance company) and 7 units still had the main water line on. John will send owners with these deficiencies a violation notice via US Mail.

--Mechanical rooms --

Since the Fall property inspection of all mechanical room doors and replacement of the door on Bermuda, all the mechanical room doors are now found to be properly closed and locked. John makes it a point on his 3 times a week winter property check to verify that status.

--Owner deck closet doors--

John reported he is finalizing a recommendation to share with owners who need to replace their exterior closet doors. The quote is for a more durable, pre-hung fiberglass door with Azek trim. It includes a local installer contact, if desired. At this point, the installed cost will likely be \$1075.

--Owner issues / meeting follow-up:

--Water leaks involving units 101 and 201: John reported investigation of water leaks into these units is ongoing. Triangle has been authorized to pull off the siding around the suspect doors to see if it shows evidence where the leak is originating. Access into unit 201 and winter weather conditions plus the fact the outside water has been shut off is causing a delay to perform a water test. John will continue to pursue and follow-up.

--Published owner directory—the last published deadline for returning an owner directory form is the end of January. This item will be re-visited after that date.

Items from the floor:

The Saturday of Sunfest weekend is September 23, 2017. The board requested John immediately take steps to reserve the OC Rec Center meeting space for the **morning** time slot.

With all business addressed, Charlie made a motion, which Marie seconded, to adjourn this meeting at 12:15pm. The next board meeting will likely be held in February. The exact date and meeting location will be determined later.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary