

The Island at Hidden Harbour
Board of Directors Meeting

June 17, 2022 – 10 AM
Meeting Minutes

Board members Mark Hannahs, Tom Murrill, Rich Foard, Charlie Zellers, Martha Behrend, Carol Ann Bianco, with John Jensen (Mana-Jit) participated in this board meeting via Zoom. Alan Dietrich wasn't available to join. President Mark Hannahs called the meeting to order at 9:00 am.

Project status:

--Paint project work: John shared the final paint work on Maui is finished. The painters have also painted the entrance bridge, both guardhouses, unit 401-A and the entrance area and trim on both pools. They also completed the punch list of touch-up work on several buildings. With the lift still on site, the painters will paint the high trim areas on Dominica. Finally for the next two weeks, while avoiding impact to owners, they will paint the window and door trims on Dominica. The new wood on Dominica is not ready to accept paint yet so that work will be done in the Fall.

--Power washing: John shared Moore Painting power washed the Aruba, Bermuda and Cayman buildings. Dominica will be power washed as part of the start-up paint project on that building.

--Tyler wood replacement–Dominica: John shared the wood replacement project on Dominica is done. One more railing section was later determine it needed to be replaced; it will be done on the Tyler punch list of items.

--Aruba wood replacement project: The Tyler Aruba wood replacement project is complete.

--Tyler –misc. work list: Tyler's punch list of items, mostly deck repairs, is complete. They've now rebuilt five (5) of the circle trim details with composite material on several buildings. John shared there is still a list of miscellaneous repairs for Tyler to complete for the Island.

--Hawaii – rear gable window: John asked, with no current leak issue with the Hawaii bayside gable window, that this repair be deferred until the Fall. The board agreed.

---South pool – misc. repairs: John stated the shallow skimmer in the south pool is still not up to standards and it remains an open issue for Atlantic Pools to address.

--Parking lot lights: Earlier Beacon Electric repaired a few of parking lot lights that were not working however several (3) still need to be addressed. Beacon's earlier work effort was cut short due to high winds making it unsafe for workers in the bucket truck. The remaining light issues are near Maui and Oahu. Charlie did make spare light bulbs available to Beacon for this effort.

--Parking lot: Matt's Management re-striped the Island parking spaces and added two new handicap spaces in May. John will follow-up with them to complete a few missed items.

--Signs: With 2 new Handicap parking spaces being added, we need the new (and existing) signage posted on taller posts to comply with government regulations. Other general topic faded signs on the property were also replaced on the property during this effort.

--Flags: Charlie ordered 3 Ocean City flags. The spares are now stored in 401-A.

--Curb concern: Rich shared a possible water leak by the dumpster at Oahu; John will have Brittingham's irrigation team check it out.

--Lawn Care / Irrigation contract: Tom shared Brittingham continues to be very responsive to requests. The weed killer seems to be working now that the weather has gotten warmer. The irrigation team is working on the drip lines and the 2nd hedge trimming service will be completed before July 4th. Tom presented a new request for them to clean out the growth from the last / SE parking strip on the parking lot. Bill agreed to do a quick clean-up now and then tear it all out after July 4th and replace with just fabric and red stone. Tom also asked for their cost to clean up leaves and debris from the curb areas near the storm drains once or twice a month...pending.

--Kayak water access: The 3 new heavy duty marine ladders have been installed at the Bay end of the boardwalk and on the marsh / building side of the boardwalk opposite Kauai. John now has the cleats requested to secure kayaks near the new ladders; they will be installed soon. John then advised a ladder on the curve at Dominica failed; he recommends we replace it with a 6 step heavy duty marine ladder. The board agreed.

--ARK—sprinkler system: With the date to perform the required sprinkler tests unknown, John recommended this project be postponed until later in the year as it will be intrusive to some owner units. The board agreed; John will coordinate the logistics with ARK.

--Fire Protective Services: Earlier the board was notified that the 3G network Cellular Dialers used in our Fire Protective Services system will become inactive later this year due to the 3G Sunset. When FPS will replace those 9 dialers with new Starlink units is unknown at this time.

--Dumpster replacements: After re-inspecting all the Island dumpsters, we now need to replace 6 of them. John notified Mid-Atlantic Waste of our needs and supplied a map where the new ones are to be placed.

--July 4th Parking passes: This year's parking passes have been mailed to all owners; John also engaged with ABCo for the guard at the Island entrance for that day.

--Clean-Up Day: The Island Clean-Up volunteers successfully removed trash on / around the Island on June 11th. They reported it was mostly plastic stuff and a big tire this year. One volunteer used a paddleboard to snag misc. items from the marsh area. Photos of the group will be posted to the Island website soon. The board thanks them again for their efforts.

Proposed Work:

--Tennis Court: Following the board discussion last month and our necessary decision to close the tennis court for safety reasons, efforts ramped up to obtain proposals from contractors willing and able to take on this project now / in-season.

Rich sourced a proposal from a paving company in Harford Co. Maryland and John was finally able to get a proposal from a local (Delmar) firm. The board carefully considered both proposals that included a full surface overlay on the entire tennis court; once it's cured, a 4 coat paint process will be applied with both the new tennis court and 2 new sets of pickle ball playing lines.

Rich then shared he felt the local firms bid was a better proposal with a more inclusive scope. A few questions and concerns were raised; John agreed to immediately obtain answers so the board could make a final decision to move this project forward. We don't expect the resurfacing work to begin for 3-4 weeks. A second time delay will occur for the surface to cure before the paint can be applied. We are hoping to be back in business by mid-August.

[An email exchange followed John's supplied answers and the board unanimously accepted the Delmar proposal via email on 6/20. The contract was signed. The Reserve deposit check was mailed on 6/22 to assure our place on Terra Firma's work schedule.]

--Insulation under the buildings –Due to Clean Team’s need to focus on their contracted cleaning of the Island now, this project should be deferred to the Fall. The board agreed.

--Islamorada wood repairs: John said during a recent service visit at an Islamorada bayside deck, he found the deck railings to be in good shape. He now expects most wood replacement work on this building will be on the walkway side. This project is still likely be done in the Fall, 2022.

--Pool umbrellas: Mark placed an order for 4 spare pool umbrellas. They should arrive soon.

--Financial Report:

The May draft Operating fund report shows a negative monthly balance of (\$22,845) with a year to date net balance of \$41,909. The Reserve Fund balance increased to \$622,505 at the end of May due to minimal Reserve payments made in April and May. Carol Ann then provided a brief summary of invoices paid from both the Operating and Reserve accounts. While the now planned tennis court project will push us over this years “budgeted” Reserve funding, we can handle it.

PKS continues to reach out to the few owners needing to bring their condo payment current. Also at this time, we have not heard any more from DM Taylor on old “missed” invoice payments; we will consider this closed unless they reach out again.

We again raised a concern if our **termite agreement** for the Island is still active with DM Taylor Termite and Pest Control. To date, we have not been billed the annual fee for termite protection services for 2021 nor 2022. John will follow-up to determine what termite inspection services, if any, they provided in 2021 and are planned for 2022. If Taylor’s contract is no longer active, John will reach out to Bennett for a proposal to take over the termite monitoring.

Placeholder items:

--Joist hangers- Oahu / others: John plans to inspect other locations on the Island where joist hangers need to be replaced in the coming months.

--Condensate lines: A plan to maintain the common condensate lines needs to be developed. No action on this item at this time.

--Electric vehicle charging stations: As agreed last month, this topic is tabled for now.

--Parking lot lights: While we repair the parking lot lights that have known issues, we should start to determine our options for a possible future total replacement of those parking lot light units as they have become somewhat unstable and problematic in recent years.

All agenda items were covered in this meeting. The next board meeting is scheduled for **Friday, August 5th** starting at **9am** via Zoom.

This meeting adjourned at approximately 11:30 am.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary