



Pittsfield Village
GREEN SPACES • GREAT NEIGHBORS
BOARD OF DIRECTORS MEETING
MINUTES
Wednesday, January 27, 2021

Pittsfield Village Board of Directors Present:

Ellen Johnson, Jessica Lehr, Kat Irvin, Nick Oliverio

Absent: John Sprentall

Committee Chairs Present:

Brian Rice – Landscape

Lisa Lemble -- Maintenance & Modification

Associa / Kramer-Triad Management Present: Kendra Zunich, Dave Walke, Tracy Vincent

Co-Owner(s) Present:

Doug Peterson, Linda Ross, Martha Laatsch, Missy Beck, Robert Gordon, Linda Groshans, Dawn Scholle

Guest(s) Present: Marc Rueter, Rueter Architects, Solar Study

High level summary of submitted report:

Marc Reuter has worked with Pittsfield on other projects such as the crawlspace encapsulation issue in 2010-11 and kitchen wall reinforcement and was engaged to do an architectural engineering evaluation of whether our roofs can bear the load of solar panels safely, and if not, what interventions would be needed. Marc reviewed his findings, and the summary of possible repairs. Three areas of possible repair were identified, with the attic above the kitchen and dining alcove being the easiest to reinforce. There was also discussion of the statement in the report that “A review of the original drawings shows a necessary attic structural beam was not installed at the unit and possibly not in the remainder of units.” Marc clarified that this is not a danger to units or residents.

Attendee questions:

Robert Gordon and other residents – had concerns, based on the report, of whether current roofs are safe and what the association is going to do about the findings. Marc clarified that the issue would be in a situation where we got 3 feet of wet snow on the roof, and even if that happened, it is unlikely that there would be an immediate safety concern. The primary issue is around whether we can put additional load on the roof without intervention. The answer to that is no – a resident wanting to put solar panels on their roof would need to make structural investments.

There was also a question about the 1/3 section of the roof that would be shared with another unit in the building.



Sue Hansen – if you have solar panels on the roof, the snow does not stay on the panels as they generate heat. This was discussed, but response was that building codes look at cumulative weight, so addition of Solar panels without additional structural support would not be allowed.

Sue also requested that residents be provided a cost breakdown for each of the three proposed areas of reinforcement?

Member Requests/Open Forum

Doug Peterson – He twisted his ankle on path to building during snowstorm in December before the snow crews had been out to clear it. Can we have snow markers put in place in these areas (longer paths) so they know where to shovel? Or one shovel assigned to each building? This may not work logistically, but the board reminded everyone that there is salt /ice melt available at the office every winter.

Call Meeting to Order by Ellen Johnson at 7:19 pm

Approve Agenda

Add meeting technology, protocols, functionality – to new business

Add porch light selection – to continuing business

Motion to accept agenda as amended was made by Jessica and seconded by Nick. Motion carries.

Approve Previous Meeting Minutes

Motion to approve the minutes as written was made by Nick and seconded by Jessica. Motion carries.

Committee Reports

Landscape – 6:45 p.m. Brian Rice, Chairperson – no report. No meeting in January and there will not be a meeting in February.

Modification & Maintenance – 6:55 p.m. Lisa Lemble, Chairperson not present. Ellen highlighted the minutes from the meeting, which are on file.

Approved Motions through Email

Insurance Proposal and extending holiday lights removal deadline. Motion to ratify the 2021-2022 insurance proposal was made by Jessica and seconded by Kat. Motion carries.

Motion to ratify the vote to extend the deadline for holiday light displays through February was made by Jessica and seconded by Kat. Motion carries.

Kramer-Triad Report

Manager's Report

Sales report summarized – 2020 ended with 20 total sales

Light month on communications

Delinquencies have decreased

Work orders 79 open 76 closed. Some still in progress or part of projects

No bill back work done in December



Project updates:

Citi roofing has completed all roofs in this phase – ahead of schedule.
Deck staining will resume in spring as well as painting and concrete
Pristine pools, lawn fertilizer, and mgmt. contract all up for renewal

Financial Report- December 2020 summarized. Reports submitted.

Continuing Business

Resident Rules – we'd like to establish a date to complete to get them scheduled for distribution. The Board will have them in hand by February 15 to review them before the next board meeting.

Governing Documents Amendment Wishlist (TABLED)

FHA Approval (*Requires amendment to move forward.*)

Community Building Parking Lot Signage (TABLED)

Solar Study Update – we now should obtain a quote for structural improvements needed in order for co-owners to pursue this. We should then have specifications created by a contractor, and have it reviewed by legal counsel.

FY 2021-2022 Budget Discussion included :

- Master Craft- Bathhouses + Pump Room: motion to approve this proposal was made by Jessica and seconded by Kat. Motion carries.
- Supreme Deck- Playground Gazebos, Structures + Benches: power washing and staining these items. Can we add to this proposal that they report damage that staff can repair as needed? Motion to approve (with the notation that they report noticeable damage to us) was made by Jessica and seconded by Nick. Motion carries.
- Myler & Szczyпка- FY 20/21 Engagement Letter: motion to accept this proposal was made by Nick and seconded by Jessica. Motion carries.
- Pristine Pools- 2021-2023 Contract Renewal: overall cost increase was only about \$200 from the last contract. Motion to accept this contract was made by Jessica and seconded by Nick. Motion carries. Motion to accept the chemical order was made by Nick and seconded by Jessica. Motion carries.
- Kramer-Triad- Management Contract Renewal: this will be tabled and discussed as a board off line.
- Aaron's Landscaping- Fertilization: topic discussion tabled. Kendra will pursue a bid from Trugreen.
- Other budget discussion: Ellen's review left her pleased with the operating budget and the anticipated \$5 per month increase. Capital budget has yet to be further reviewed.
- Security Cameras – no updates. Discussion TABLED
- Porch lights- M&M asks that the board review and make a recommendation so a spec can be developed for the community. we want to make sure the lights shine



out and not down, and perhaps on the building addresses too. Kendra will send these options to the Board for an email vote.

New Business

Meeting technology, protocols, functionality: can we use Zoom or do we have to use GoToMeeting? Webinars differ from meetings. Kendra explained. Nick weighed in on any security concerns with Zoom because he has worked with it in other organizations. There were concerns last year about meetings potentially being “crashed,” but it is possible to update settings to mitigate that risk . Ellen will work with Kendra to see what we can do to continue with GoToMeeting.

ADJOURN TO EXECUTIVE SESSION -- 8:30 pm

Next Board Meeting: Wednesday, February 24, 2021

Respectfully submitted by Tracy Vincent.