Safehaven Board of Directors
Wednesday, September 16, 2020, 6:00 pm on Zoom
Meeting Minutes

Directors Present: Tom Atkinson, Board President; Kathy Grimes, Treasurer; Jason Geck, Vice President; Suzanne Forster, Secretary; members Sandy Shoulders, Lauri Bond, and Dwight Iverson.

Call to Order: The meeting was called to order at 6:03 p.m. and was held via Zoom.

Approval of Minutes: The August 19, 2020 meeting minutes were approved without opposition or corrections.

Treasurer’s Report: Kathy reported that Safehaven (SH) finances are in good condition; some accounts are in arrears, mainly due to extending property tax deadline, but no major expenses are anticipated in the next four months. The 2019 financial statement shows us in the black by $62,000.

A review of laundry deposits from June of 2019 to 2020 indicates that the washers and dryers are expensive to run and use fees might need to be increased. We also purchased a new dryer for the north side this summer. Electricity for the north side parking lot is wired to the laundry house, however, and the south side parking lighting might be as well; Tom will look into this and factor in those costs before any changes are made. It was also noted that laundry room income is down, likely due to increased vacancies.

President’s Notes:

• Our painting contract with Tuffy’s of up to $6,000 was signed in mid-July but work hasn’t begun yet. Todd Butler has until 1 October to complete the work. If it isn’t completed this fall, we will re-contract to begin in May with a firm deadline. Dwight will call Butler and pressure him to get the painting done. Plans were to install new gutters when the painting was complete, but we will go ahead with them this fall because this is a safety issue.

• Tom had the dish removed from unit 35 because it was beginning to damage the roof tiles. Two dishes are still on unit 40 but they’re smaller and have done less damage.
• Tom sent a letter registered receipt to siblings who inherited unit 40 notifying them of the SH bylaw limiting unit ownership to two individuals. The owners have until mid-October to apply for a resale certificate from Snows.

• Tom has sorted out possession of individual storage lockers and will purchase number plates for renumbering them. The board approved spending $93.70 for the plates.

• The overhead fluorescent fixtures in the boiler room went out and were replaced, as well as outlets installed and a hardwired smoke and carbon dioxide detector.

• The generator was inspected and the battery replaced. Fire extinguishers were inspected and the extinguisher for units 7 and 8 replaced.

• Ameresco replaced the boiler pump after one pump was heard growling.

• A radiator supply valve in the north side laundry room was leaking. Tom Kyte replaced it but it started leaking again, so Tom will return.

• Water started leaking around the bathroom fan in unit 18. Solomon came out and fixed it but determined that the roofing nails have started to pop out, indicating that the pitched roofs need replacing.

• The new dryer on the north side laundry room is making noises. David Newton will contact the installer to check it.

Old Business:

Silverfish: Dwight reported a serious silverfish problem in his and the adjacent unit at the August meeting. All SH buildings have silverfish, but units 32-36 seem to be the worst. After further discussion, Sandy/Lori motioned that we treat the entire building, units 32 - 36 as a test, pending the written approval of the owners of the other units. The cost of treating the entire campus is prohibitive, it is unclear whether the treatments would work for long, and it is uncertain how safe the chemicals are for human exposure. Sandy suggested we table the issue until these issues are resolved.

New Business:
**Difficulty Selling Units:** Sandy suggested having a group open house for the five units up for sale. She will ask the unit owners if they can contact the realtors; this might help generate interest in SH.

Because of the high number of vacancies, SH might need to revisit the issue of allowing multiple dogs. This issue came up because an otherwise very desirable resident wishes to purchase a SH unit, but has three small dogs.

**Sprinkler Repair:** The sprinkler system in the boiler room, anteroom, and storage area works but is is somewhat impaired. Repair would cost $856. Suzanne/Jason motioned that we spend the money to have it fixed; approval was unanimous.

**Vacant Unit Checks:** Tom pointed out that a number of units are vacant, either because they are for sale or residents are absent for extended periods. These units are vulnerable to problems: toilets can dry out, releasing methane gas; radiator valves can leak and cause mold or flooding; air can buildup in radiators, causing noise. Owners will be reminded at the annual meeting to make sure their units are checked periodically if they will be away for extended periods. It will also be stressed in the SH newsletter.

**Bay Window in Unit 11:** Jason requested permission for his in-laws to install a bay window in their unit. He will send the board the plan by email for their approval.

**NCB Financing Document:** Tom asked the board how they want to proceed with approval of the National Cooperative Bank financing requirements. He pointed out that NCB doesn’t seem interested in making any changes to their requirements in order to accommodate SH, but they also haven't asked SH for the required reports in the many years we have used their financing. Tom will call them and ask about negotiating changes. The concern is that NCB financing hinges on board approval of NCB requirements but we really can't accommodate all of them. The board will revisit the issue next month.

**Exterior Electrical Work:** Unit 4 had some electrical work done outside their unit because it serviced their unit exclusively. All outside the unit maintenance is the responsibility of SH, but some units have electrical switches feeding their units on the outside. SH has to be informed about any such work. There is a new power supply to units 10-14, 15-18, and 19-22. New power supplies need to be put on all remaining SH buildings.
ZOOM Upgrade: Tom asked and was approved for reimbursement for the Zoom upgrade that allows the board to log in to a single meeting rather than switching to several separate meetings.

Next Regular Meeting: Wednesday, October 21st, 6:00 via Zoom.

Adjourn: 7:50 p.m.

Respectfully,

Suzanne Forster,
Secretary