

Mutual 14
Property Maintenance Committee
MINUTES
Thursday February 1, 2018
11AM Harbor Room

Attending- Pat Leanza (chair), Richard Bambach, Harold Crisp, Barbara Martin, Linda O'Neil (bd liaison)

Excused- Don Emel

Guests- Jim Moores, Ron Cram, and Betti Goodman

- 1) **Broken pipes-** A hydrostatic test will be done to ensure that the pipe that broke will not reoccur. An additional valve or valves will be installed to ensure that each building (B14-B17) has its own shutoff.
- 2) **Balcony proposal (Colin McKenzie)-** The Committee reviewed the memo. To summarize
B11-2C Remove enclosures at both Units 1C & 2C, and repair the Balcony at Unit 2C
B11-2E: Remove enclosures at both Units 1E & 2E, and repair the Balcony at Unit 2E
B13-2B: Balcony 2B. No repairs due to rusting needed but possible repairs to mitigate leakage into enclosure below.
B13-2C: Remove enclosure at Unit 2C (no enclosure below) and repair Balcony at Unit 2C
B15-2F: No repairs required.
B15-2G: Remove enclosure at Unit 2G (no enclosure below) and repair Balcony at Unit 2G
The committee approved the payment of \$5,500 for Colin McKenzie for this evaluation to be paid from the Repair Reserve.
- 3) **2nd Floor Door Locks-** Pat will submit to Board two estimates for rekeying 2nd Floor Elevator Control Room doors.
- 4) **Fire Alarm Update-** Building 12-17 complete. Phone dialers are installed and monitoring is established. Inspection is set for week of 2/5. Buildings 10 and 11 was awaiting plumbing and electrical work.
- 5) **Lamb House-** Communication with new lawyers for Lambs indicate they are willing to go ahead with prior offer. Need to revise cost estimate and get signed contract.
- 6) **PMC response to CCOC-** The PMC discussed the factual errors in the CCOC decision. Minutes are always presented to the Board and attendance is always included. The Committee agreed that the Board act to officially appoint the members. To simplify the ABM process the chair asserted that he would no longer sign off on the form.
- 7) **Elevator B13 jamb-** Alarms on elevator in B13 was repaired. Mr. Cabrera agreed to have all doors inspected.
- 8) **Trash Chute Fire Door-** It was noted that trash chutes have fire doors that can close off the trash chute in case of fire. It was recommended that the heat strip on all buildings be inspected.
- 9) **Dorothy Powers letter-** The committee reviewed Ms Powers (B13 1B) letter requesting repairs to her patio. Following the meeting the committee approved a recommendation to the Board for action. Note: See comments re B13 2B from Colin McKenzie above.

