

Antigua Condominium Association

Minutes of the Meeting of the Board of Directors

July 9, 2024

The meeting of the Board of Directors of the Antigua Condominium Association was called to order by Randy Ditch, president, on July 9, 2024, at 7:00 p.m. The meeting was held via conference call. All directors were present. The directors are Mary Dischinger, Randy Ditch, Mike Falkner, Kat Ilkhani, Mike Keenan, Robert Mayer, Bonnie Medford, Sheri Miller, and Ellen Schweiger. A quorum was present.

The following unit owners were present: Patty Brann (301); Robert Fitzgerald (104); Pat Haskins (306); Peggy Sheer (406); and Rosey Whittaker (302).

Kirk Parsons, the Antigua's consulting engineer on the coating project, was also present.

Coating Project

Randy reported that the asbestos and lead tests were completed and we were ready to proceed to finalize the contract with East Coast Contracting. Kirk Parsons had submitted a revised draft contract. Kirk reported that he had changed the start date to Monday, October 7, 2024; changed the date by which the project will be substantially completed to April 25, 2025; changed the base contract price; changed the retainage from 20% to 10%; and included the balconies and the balcony soffits in the base price.

Drainage Tube on 13th Floor. The provision for extending the drainage tubes on the thirteenth floor balconies was discussed. There is an issue with rain draining from the thirteenth floor balconies landing on balconies on lower floors. Kirk stated that he was asked to see if there was a solution to this problem. One solution is to install gutters and downspouts. However, this would be expensive and have a significant visual impact. Extending the drainage tubes would likely help in regular rain but it was still likely that the rainwater would still splash onto lower balconies. After a discussion, it was the sense of the board to delete the provision.

Means and Method of Removing the Texture. The bid package did not specify the means of removing the texture. Kirk wanted to give the contractors the opportunity to suggest methods that could be more effective. East Coast Contracting proposed vapor blasting, a method akin to sandblasting but using water and glass beads instead of sand. Kirk was skeptical of the method because the dust and debris would likely be blown everywhere. East Coast Contracting agreed to use mechanical grinders with attached vacuums. Kirk will add this as a provision to the contract.

Texture Mock-ups. East Coast will prepare board with various textures and finishes for the condominium's approval.

Potential Problems. Kirk was asked what type of problems he had seen in work of this type. One was weather which is unpredictable. A second was the staffing levels. To assure that the job is properly staffed, Kirk and the contractor will develop a schedule of work and update it regularly. Another problem he has had is in quantity — an inadequate supply of materials or an underestimate of the amount of work anticipated. For example, the contract has a price for repairing concrete and an estimate of the amount of concrete repairs. If the estimate is too low, the additional work could extend the project.

Kirk did not know how many crews would be deployed to work on the coating or the size of each crew. He did not have details as to a foreman. He expected a foreman to be on the job. There will be regular updates which can be done with conference calls.

Work Hours. The work hours in the contract are Monday through Fridays. The contractor may work on Saturdays to make up for lost time due to weather, for example, or if the work is more time intensive than anticipated.

Railings. There was a discussion of the existing railings and whether they should be removed as part of the coating project. The height of the balcony walls is about 36 inches which was the Building Code requirement at the time. The Building Code has since been amended to raise the height to 42 inches. The condominium is not required to comply with the new Building Code height. The existing balcony walls are grandfathered. However, there is a life/safety issue. Kirk was of the view that the matter should be discussed, but the board should not be overly hasty in evaluating the matter, especially if the decision is to require the railings to be removed. The first decision, he thought, is whether railings should be permitted. That takes into account not only aesthetics and uniformity but also the safety issues. If railings are permitted, the existing railings should be inspected to determine if they are properly and safely installed. Standards would also have to be written to assure that railings conform to an acceptable design and are safely and properly installed. It is not necessary to remove the railings for the coating project. The coating can be done without removing the railings.

Next Steps. Kirk will make the revisions requested and email the revised draft contract to the board. He will then present it to East Coast. He would like East Coast to sign the contract first and the condominium second. If East Coast has any changes, we can address them at that time. The target is to have a contract signed by East Coast by our next meeting which will be on July 17, 2024.

Executive Session

Mike Keenan asked that the board go into executive session. On motion made by Ellen, seconded by Mike Keenan and passed without opposition on a voice vote, the board went into executive session 8:15 p.m.

Adjournment

Robert moved that the meeting, then in executive session, be adjourned which was second by Sheri. The motion was passed on a voice vote without opposition. The meeting was adjourned at 8:25 p.m. The next board meeting will be held on July 17, 2024.

Respectfully submitted,

/s/ Robert Mayer

Robert Mayer
Secretary