

Wellesley Roof Committee Meeting #6 - Notes

9/17/18 6:44 PM

WELLESLEY ROOF COMMITTEE - Meeting #6

9/19/2018

In attendance: Glenn Smith, Bobby Stotler, Robert Vickers, Jag Kedarnaurth (HOA Treasurer) and Shannon Duhon of Duhon Roof Consulting, Inc. (DRC)

Unable to Attend: Kim Thakur - HOA Board Member (previous commitments), Bob Scott, Joe Feruza (out of town)

The sixth meeting of the Wellesley Roof Committee was held at the pool at 3:30 p.m. on Tuesday, 9/18/2018. All members were present except Bob Scott and Joe Feruza.

Following are notes from that meeting:

1. Progress to date:

- As a result of the inability of Turnkey Roof Consulting, Inc. to fulfill their contract, due to unforeseen circumstances, and following the recommendation of the Roof Committee on August 31, 2018, the Board unanimously decided to retain Duhon Roof Consulting (DRC) as the consultant we will work with for the re-roofing of the Phase 1 buildings, pending review of their updated proposal.
- DRC's proposal was reviewed by Wellesley's attorney, Robert Burr, who made a few minor additions. These revisions were immediately approved by DRC on September 7, 2018.
- DRC was advised that the Board had approved their selection and their signed Agreement was forthcoming.
- DRC's proposal was finally signed by the Board on September 18, 2018, prior to this meeting.

2. The primary purpose of this meeting, as directed by the Board, was to provide an opportunity for designated members of the Board to meet and interview Shannon Duhon of DRC and to give him the signed Agreement. Jag Kedarnaurth (HOA Treasurer) was in attendance, representing the Board, for that purpose. Kim Thakur (HOA Board Member) was unable to attend.

3. A general discussion was held, with Mr. Duhon answering various questions from those present and explaining his role in expediting things. He indicated DRC will make every effort to meet our original goal of beginning construction no later than mid-February, 2019. The coming weeks will require a coordinated effort and timely responses from all of us, to make this happen.

- A decision on the type of roofing, standing seam metal or asphalt shingles, has to be a priority and must be made prior to DRC finalizing the bid documents to present to the contractors.
- A realistic budget HAS to be established. It is critical that this be done as soon as possible, in order to determine the magnitude of the assessment that will be necessary. This will allow reasonable discussion with the owners, as well as the opportunity to investigate financing options, before the last minute.
- In this regard, DRC will provide us with PRELIMINARY figures comparing the two types of roofing, following their initial building survey/evaluation, which will be scheduled for next week. This effort will take approximately a week to complete. The specific date is forthcoming.

4. Other issues which were discussed mirror those that were covered in the meeting with our previous consultant, Turnkey Roof Consulting, on 6/20/2018 and outlined in our notes from that meeting. Following are the most critical, the details of which are copied here from those notes and indicated in quotation marks ("").

"A) The patio enclosures (both screened and hard roof) which have been added by some owners:

- Many, if not all, will be affected... some more than others. The problem exists where the enclosure intersects the corner of the building's roof above the patio gate and how the gutter at that location was designed and installed by the enclosure installer.
 - Many have significant rotting at the fascia and soffit. Some of this appears to be due to poor design and/or installation and some is due to the fact that the gutters have not been properly maintained, i.e., cleaned out on a regular basis. In most cases, the gutters and a portion of the enclosure will probably have to be removed, so the fascia and soffit can be repaired before the new roof is installed. This may be necessary, even if there is no rotten wood. Then, everything will have to be reinstalled in a way that prevents the problem from reoccurring.
 - Compounding this issue, not all of the enclosures were designed and installed by the same company, so the conditions are not identical. This lack of consistency adds to the difficulty for the situation.
 - Since all of the enclosures were added by the owners, with the approval of the previous boards, the cost of this portion of the work, which will vary, will rightly be the responsibility of those who are affected.
 - Because this type of work is outside the purview of most roofing contractors, Mr. Kuchler has recommended that we bring a patio enclosure company on board to help us get a handle on this. He will need to assess the various conditions, propose consistent solutions and then reinstall these particular gutters, along with any enclosure structure that is affected, after the new roofs are in place. The Committee is seeking the Board's approval to contact someone in this regard."

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- *The possibility that upgrades to the enclosures may be required to meet current wind load requirements was discussed. This might potentially include the attachment of the framing, as well as additional bracing. With the Board's consent, this will need to be reviewed with the City of Boynton Beach Building Department.

"B) The trees that are overhanging many of the roofs:

- These trees will have to be pruned prior to the roof replacement. Otherwise, the new roofs are going to be impacted, due to excessive leaf and limb buildup and/or potential storm damage (not to mention the buildings themselves.) This issue appears to have generally been ignored for years and largely unaddressed. The problem has gotten out of hand, to say the least.
 - Whether LMT, our current landscape maintenance company, has the equipment and qualified personnel to do this work has to be determined. This was previously brought to the attention of the Landscape Committee, with no action being taken at that time. They did, however, recognize the critical nature of the situation regardless of the roofing project. The Roof Committee is hopeful that a decision concerning this will be made by the Board soon."

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- ***In this regard, the Landscape Committee should become involved.** The trees that have to be pruned MUST be identified and tagged.

- **This Committee, in concurrence with DRC, suggests that proposals be obtained from at least two tree trimming companies, in addition to LMT, to do this work.** This effort must be coordinated with the Roof Committee.

- The pruning has to be completed prior to the start of work on the buildings affected and must be coordinated with the roofing contractor's schedule.

- *A joint meeting of this Committee and the Landscape Committee should be scheduled to coordinate this effort.

5. DRC was advised that if the decision is made to go with standing seam metal roofs, it will be necessary to obtain approval from the City of Boynton Beach prior to bidding. This was outlined in the Roof Committee Meeting #2 Notes, held on 5/5/2018.

6. The next meeting of The Committee will be scheduled as soon as possible, pending availability of the Landscape Committee.

Very ENCOURAGING meeting!! Thanks to all who attended. Broke up about 6:00 p.m.