

4. Approval of Membership Applications

MOTION: THAT THE FOLLOWING PROSPECTIVE MEMBERS ARE ACCEPTED INTO THE COOPERATIVE AND MEMBERSHIP AFFORDED THEM AT THE TIME OF SETTLEMENT.

- **JAKE A. GIGLIOTTI AND GREGORY V. GIGLIOTTI, 48B RIDGE ROAD**
- **LYNN A. PASTELLAK**

Moved: Lauber

Seconded: Hickey

Carried 6-0

5. Committee Reports

It was noted that the Yard Lines Progress Report was included in the materials packet for Board Members. Details of the committee's report will be discussed later in the meeting.

6a. Hedge Discussion

MOTION: THE BOARD OF DIRECTORS DOES APPROVE THE DECISION TO REPEAL THE NOVEMBER 15, 2007 DECISION REGARDING THE ENFORCEMENT OF 5' HEIGHT LIMIT ON WALKWAY HEDGES.

Moved: Mazursky

Seconded: McFadden

Carried 5-1-0

MOTION: THE BOARD OF DIRECTORS APPROVES A CHANGE IN HEDGE HEIGHT/MAINTENANCE RULES AS FOLLOWS: MEMBERS OF GHI WILL MAINTAIN THEIR HEDGES SO THEY DO NOT ENCROACH OR OBSTRUCT WALKWAYS, ACCESS LANES, PARKING LOTS, OR COURT DRIVEWAYS AT ANY TIME. THE BOARD OF DIRECTORS WILL DIRECT STAFF TO ENFORCE HEDGE HEIGHT WHERE HEDGES AT COURT AND ROAD INTERSECTIONS EXCEED THE CITY OF GREENBELT'S CODE REQUIREMENT OF 42" WITHIN A VISIBILITY ZONE.

Moved: Mazursky

Seconded: McFadden

Carried: 3-1-2 w/
Agans opposed

Director Agans said this was a difficult decision, then discussed the pros and cons as she saw them. Safety was also discussed. The Board discussed the problem of tall hedges bowed down during bad weather across the walkways and the need to communicate to members that walkways must be kept clear, especially during times of inclement weather. City standards for hedges on sidewalks were also discussed. Adoption of the city code on hedges and shrubs was considered. The Board decided that as long as a hedge is not encroaching on a sidewalk, it will not be cited for being taller than five feet. Members do, however, need to clear the snow and ice from their hedges if they fall across a walkway during bad weather. Vote on the motion carried.

6b. Boiler Room Usage

ARC Board Liaison, Ed Hickey reported that the committee recommends that the boiler rooms be developed for storage. This would be a reliable and long-term source of income for the cooperative. It was requested that this item appear on the next agenda for the Board to make a decision to approve guidelines for implementation. Information was requested on the firewall between the boiler room and unit. It was suggested that affected members be made aware that the Board would be making a decision on boiler room usage. Their interest in purchasing should be ascertained.

6c. Yard Line Certification: 6 Ridge Road

The Yard Line Committee has discussed and reviewed yard boundaries for 6 Ridge Road. After extended deliberation, having already presented its initial recommendation to the Board on November 15, 2007, the Committee has again agreed upon boundaries; the committee has received no further contrary opinions. It was noted that a line was missing on the right side of the service side yard on the 6 E Ridge yard plat, and measurements were missing on some plats.

MOTION: THE BOARD OF DIRECTORS DOES APPROVE YARD PLATS FOR 6 COURT RIDGE ROAD AS PRESENTED AND REVISED AT THE FEBRUARY 14, 2008 BOARD MEETING.

Moved: Alpers

Seconded: Hickey

Carried 6-0

6d. Discussion/Request for Board Direction Regarding 25' Side Yard Rule for Frame Homes

On many occasions in reviewing yard boundaries of end frame homes, the Ad Hoc Yard Line Committee has been faced with a decision regarding the significance of the "25' side yard rule", namely

§VII.2. The maximum depth of a side yard allowable for end frame homes (except end homes with an attached former boiler room) shall be twenty-five (25) feet from end of house.

The Committee reported that it has studied and discussed this rule extensively. The committee submitted a table to the Board, which is a compilation of its notes and requests that the Board consider repealing this rule.

MOTION: THE BOARD OF DIRECTORS REMOVES THE 25 FOOT LIMIT ON SIDEYARDS FOR END FRAME HOMES.

Moved: Alpers

Seconded: McFadden

Carried 6-0

Discussion followed concerning the repercussions of removing a limit on yard lines and equitable personal yard space. A comparable rule does not exist for masonry homes. Member of Yard Line Committee Lora Katz made several points in favor of the 25 foot rule. Committee member Dianne

Wilkerson disagreed, noting that removing the 25 foot rule would not enable members to further encroach onto common area, but instead would help the committee to “deal with” members with side yards larger than 25 feet. The intent of the motion is to take the 25 foot limit off the table when considering where lines should be drawn. This would allow the committee to be more reasonable in deciding where lines should be drawn. Committee members reiterated the fact that they had engaged in very thorough discussion on this matter and a great deal of time was put into data gathering. The need for an appeals process was mentioned. It was noted that the Board has discretion to change yard lines. Vote on the motion carried.

6e. 2008 Slate Roof Contract – 1st Reading

This year, thirty six slate roofs have been budgeted for replacement at a cost of \$370,800. Additionally, \$88,320 is earmarked for replacement of the copper gutters and downspouts on 49 homes, for a total of \$459,120 budgeted for both components. The copper gutters are being increased from 5” to 6” half-round to increase flow capacity and reduce overflow problems that have been experienced in the past with 5” gutters. Slate porch roofs are also being resurfaced, as applicable.

Staff recommended that this work be divided between two contractors because of the considerable number of roofs to be replaced. Hearn has been the contractor for the last several years. In staff’s judgment, it would be in GHI’s interest to hire an additional contractor for the future. It will cost an additional 2% of the total cost than to have Hearn insulation do the entire project. Credit checks and references came back very positive for RRH Associates.

It was mentioned that gardens are occasionally harmed during the roof replacement work because of the large amounts of heavy slate used. It was requested that a letter be sent to members with recommendations for preparing for roofing work, in order to help reduce damage..

Following is a table of the work scheduled to be done:

<u>Replace slate main & S/S roofs, gutters, downspouts</u> <u>Schedule A (24)</u>	<u>Replace slate main & S/S roofs, gutters, downspouts</u> <u>Schedule B (12)</u>	<u>Porch roof flashing</u>	<u>Gutter & downspout replacement (14)</u>
56 C-H Crescent (6) 58E-H Crescent (4) 60A-B Crescent (2) 60 C-H Crescent (6) 60 J-K Crescent (2) 1G-K Gardenway (4)	7A-B Crescent (2) 7G-H Crescent (2) 4E-F Ridge (2) 2E-K Westway (6)	56A-B Crescent (2) 56J-K Crescent (2) 4A-D Hillside (4) 6A-E Hillside (5) 6F-J Hillside (4) 6K-N Hillside (5) 6P-T Hillside (5) 2F-K Northway (5)	45A-G Ridge (7) 45M-T Ridge (7)

Pricing is summarized in the table below:

NAME OF COMPANY	SCHEDULE A	SCHEDULE B	PORCH FLASHING	G&D REPLACEMENT
HEARN INSULATION & IMPROVEMENT COMPANY	\$282,402.06	\$140,632.90	\$4,496.00	\$18,375.02
NORTHEAST CONTRACTING CORP.	\$335,350.00	\$188,750.00	\$46,500.00	\$29,800.00
H.T. HARRISON & SONS, INC.	\$384,367.00	\$194,867.00	\$11,625.00	\$12,992.00
RRH ASSOCIATES, LLC	\$295,631.00	\$150,088.00	\$6,729.00	\$33,254.00
RUFF ROOFERS, INC.	\$355,648.00	\$184,200.00	included	\$39,420.00
METROPOLITON SIDING & WINDOWS (NED STEVENS)	\$349,402.00	179,367.00	\$11,600.00	\$35,712.00

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO SIGN A CONTRACT WITH HEARN INSULATION & IMPROVEMENT COMPANY, INC. TO PERFORM THE SCHEDULE ‘A’ SLATE ROOF REPLACEMENT PROGRAM, AND ADDITIONAL PORCH ROOF FLASHING, AND GUTTERS & DOWNSPOUTS AT 45 RIDGE AS DESCRIBED ABOVE, AS DIRECTED BY GREENBELT HOMES, AT THE BID, \$305,273.08, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$335,800.

Moved: Alpers

Seconded: Agans

Carried 6-0

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO SIGN A CONTRACT WITH RRH ASSOCIATES, LLC TO PERFORM THE SCHEDULE ‘B’ SLATE ROOF REPLACEMENT PROGRAM AS DIRECTED BY GREENBELT HOMES, AT THE BID, \$150,088, PLUS 10% FOR CONTINGENCIES, FOR A TOTAL NOT TO EXCEED \$165,097.

Moved: Alpers

Seconded: Lauber

Carried 6-0

6f. 20K Hillside Bids for Repair – 1st Reading

GHI terminated the mutual ownership contract of the member who lived at 20K Hillside for cause. The unit requires substantial repairs. GHI proposes to repair the unit to bring it to resale standards. Following is a comparison of the bids received to complete the work:

<i>Name of Contractor</i>	Base Price
Belfor USA	\$30,137.46
Gott Custom Contracting	\$20,126.28
Maxwell Painting & Wallcovering	\$24,750.00
Warring Builders	\$24,990.00

The low bidder is Gott Contracting. Gott Contracting has not previously worked for GHI. Staff obtained customer references on Gott Contracting, all of which were complimentary.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR FIRST READING TO SIGN A CONTRACT WITH GOTT CUSTOM CONTRACTING COMPANY TO RENOVATE THE UNIT LOCATED AT 20K HILLSIDE AS DIRECTED BY GREENBELT HOMES, INC. AT A COST NOT TO EXCEED \$22,138.00

Moved: Agans

Seconded: Mazursky

Carried 6-0

6g. Replacement Reserve Analyses – 2nd Reading

At the last meeting, staff brought bids to the Board for hiring a consultant to update GHI's current replacement reserve studies for main units as well as the reserve studies for additions. Staff recommended that Reserve Advisors Inc. be hired to undertake the following studies:

- a. Update GHI's current Replacement Reserve Plan at a cost of \$5900 plus \$300 for reports. The principals of Reserve Advisors have assured staff that the company will be able to update the current plan in accordance with the parameters stated in the RFP.
- b. Prepare a new Reserve Plan for additions at a cost of \$3800 plus \$300 for reports.

MOTION FOR GHI MAIN UNITS: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH RESERVE ADVISORS, INC., TO UPDATE GHI'S CURRENT REPLACEMENT RESERVE PLAN FOR ITS MAIN HOUSING UNITS, AT A COST NOT TO EXCEED \$6200.

Moved: Alpers

Seconded: Lauber

Carried 6-0

MOTION FOR GHI ADDITIONS: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH RESERVE ADVISORS, INC., TO CONDUCT A NEW INDEPENDENT STUDY FOR ITS ADDITIONS AT A COST NOT TO EXCEED \$4100.

Moved: Alpers

Seconded: McFadden

Carried 6-0

6h. Future Board Agenda Items for Consideration

It was reported that the Finance Committee is exploring strategies to increase revenue in order to defray GHI operating costs to members. The Finance Committee recommended that the Board look into the potential to turn the boat storage lot into built or semi-permanent storage. Interested members were encouraged to attend the committee meetings to give input.

MOTION: THE BOARD DIRECTS THE ARC COMMITTEE TO INVESTIGATE THE COST AND LONG-TERM IMPACT OF TURNING PART OF THE BOAT STORAGE LOT INTO BUILT OR SEMI-PERMANENT STORAGE.

Moved: Alpers

Seconded: Lauber

Carried 6-0

There are some GHI owned garages that are almost never rented. It is recommended that GHI offer them for storage at the current rental garage storage rate with the promise that renters will not be asked to vacate should someone living closer request their use. By taking this action, it may be possible to generate revenue in renting three or four more garages at the storage rate which are currently standing vacant.

MOTION: STAFF IS REQUESTED TO LOOK INTO HOW MANY GARAGES ARE CURRENTLY IN THIS CONDITION AND TO ADVISE THE BOARD ON HOW BEST TO HANDLE THIS RECOMMENDATION.

Moved: Agans

Seconded: Hickey

Carried 6-0

6i. Schedule Orientation for Board Candidates

The Board selected Monday, April 7th as its first choice and Wednesday, March 26th as its second choice for the Board Candidate Orientation.

6j. Contract for 8A Crescent

Bids were just received for repair of 8A Crescent. The home should be prepared for sale as soon as possible. The money spent to renovate the home will be returned to GHI at the time of settlement.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER FOR FIRST READING TO SIGN A CONTRACT WITH WARRING BUILDERS TO RENOVATE THE UNIT LOCATED AT 8A CRESCENT AS DIRECTED BY GREENBELT HOMES, INC. AT A COST NOT TO EXCEED \$14,536.00.

Moved: Alpers

Seconded: Hickey

Carried 6-0

7. Items of Information

It was announced that Sheri Swaim has filled the Executive Assistant position in the management office.

8. President

President Lewis appointed Ginny Jones to the Yard Line Committee and Richard Menis to the Sustainable Design and Practices Committee. She also announced that every committee member is invited to attend the Committee Appreciation luncheon April 13th. The Community Yard Sale will take place June 14. President Lewis also noted that a letter was received from member Frank DeBernardo commending the exceptional work of GHI employee John Joseph.

9. Board Members

Director Alpers reported that she was very pleased with the work recently done in her downstairs powder room. Audit Committee member Iacangelo also commented on the great work done by our crew who cleaned up after his former neighbor at 9-L Laurel Hill Road.

10. Manager

General Manager Overdurff informed the Board that Matt Berres has resigned to take a position as Executive Director of the South River Foundation. On behalf of GHI, she wished him well in his new position. GHI will be hosting the Emerging Coop Leaders on May 2nd as part of the NASCO cooperative conferences held in May. Helen Barnes of the City of Greenbelt will offer a seminar on hoarding February 29th from 10:00 to 11:30 a.m. The Board is invited to attend. GHI offices will be closed Monday, President's day holiday.

MOTION: TO ADJOURN.

Moved: Agans

Seconded: McFadden

Carried 6-0

The meeting adjourned at 9:25 p.m.

Dorothy Lauber
Secretary