

Minutes
Developmental Disabilities Resource Board of Directors
Board Owned Property Committee Meeting
November 30, 2021

DDRB Board Owned Property Committee met on November 30 at 5:00 p.m. in person and by Zoom. The meeting was called to order by Committee Chairman, Alan Naylor. Also present were Committee members James Gottstein, Rick White, Janet White, and Marlene Leonce.

Guests included Jason Kuhlman of Kuhlman Construction and Mark Bertrand with Life Unlimited.

Alan advised the Committee that the third and final homes inspection of 2021 had been completed. He provided an inspection report prepared by Jason Kuhlman. A copy of the report is attached to these minutes for the file. The following are the takeaway items for the homes owned by the DDRB.

Ridgeway House

The railing around the back patio and porch still needs to be replaced before winter as was noted on the previous inspection. Alan provided bids from Edge Rail and Screen, Kuhlman Construction, and a verbal bid from David Chilson. After reviewing the bids, the Committee pended approval requesting additional information from both Edge Rail and Jason Kuhlman regarding the proposed product to be used for the railing. Overall, the property is in good condition.

Hampton House

The roll in shower ceiling and walls have moisture damage. The fan needs to be cleaned out and wired in with the light switch. The 6 x 10 vent cover is rusted and needs to be replaced. The drywall needs to be repaired and painted. The estimated cost to repair these items is \$1450 per Kuhlman Construction.

A piece of the vinyl siding has blown off the end of the house and couple of pieces of siding have been damaged due to weed eating and mowing, The estimate cost to repair these items is \$400.

Marlene Leonce motioned the Committee approve \$1850 to make these repairs to be completed by Jason Kuhlman. Janet White seconded the motion. All members agreed and will recommend approval to the full board.

Overall, the property needs attention. The shower does not get cleaned often or well; the ceiling in the kitchen is very greasy and covered in dust and dirt and cobwebs. These issues were referred to Mark Bertrand with Life Unlimited for action related to routine maintenance and repair.

Liberty House

The sink in the newer bathroom needs to be recalked; it was likely damaged by a wheelchair. The estimated cost to repair is \$135. Janet White motioned the Committee to approve Jason Kuhlman to make the repair at a cost of \$135. Alan Naylor seconded the motion and all members approved.

There are ivy vines growing on the front of the house which will cause damage to the siding and the windows if they are not removed. It was recommended to Mark Bertrand of Life Unlimited to take care

of this as a part of routine maintenance and repair for the home. Overall, the condition of the property is good. It was noted that the house is always well-kept although the basement does need to be cleaned out.

Kent Building

There are no major repairs needed at this time.

The Committee visited **three (3) homes owned and/or operated by Life Unlimited.**

The **Northland House** is in good condition with a note that the roll in shower threshold has come loose and needs repair.

Creative House is in fair condition. There is a gas pipe running along the back wall near the floor in the garage that is unsupported. It is not in use and should be removed immediately as it is a definite safety risk. Additionally, there is a broken switch in the bathroom. In the backyard, there is a group of birch trees that need trimming as they are growing too close to the house.

Violet's House is in fair condition. There are serious rainwater issues at this house. It has had standing water in the basement within the last month. The grading in the backyard needs to be reworked. A French drain should be installed in the basement and run to the existing sump pump.

These recommended repairs were referred to Mark Bertrand for attention.

With no further business, the Committee adjourned.

Respectfully submitted,
Sonja Bennett
Administrative Director
January 6, 2022