

MEETING MINUTES

THE PLACID BAY CIVIC ASSOCIATION BOARD OF DIRECTORS' WORKING SESSION

March 12, 2024

Attendees: Jim Rogers, Treasurer; Daniel Clark; Bob McCarthy, Mario Haggerty; David Roberts

Absent: Richard Smail; Kressha Sprung

Meeting commenced at 7:00 Pm.

PURPOSE OF THE WORKING SESSION:

To discuss final steps necessary to move forward on signing a contract for the community boat ramp repairs. The March 4, 2024 Board of Director's Agenda included the proposed motion:

The Placid Bay Civic Association (PBCA) has resolved to engage Dameron Home Builders for the execution of necessary repairs at the Placid Bay Estates Boat Ramp, in accordance with the specifications and pricing outlined in their provided quotation. Tim Minor is appointed to oversee the project, ensuring its completion to our standards. Furthermore, the board grants authorization to the Treasurer to allocate funds as required to support the successful fulfillment of this project.

The motion was not put to a full vote as there were items missing from the proposal which required clarification. After direct contact with the contractors, the items were obtained as follows:

Concrete will be 3000 psi rated, rebar will be #4 and coated, the new and old concrete slabs will NOT be connected, and the concrete will need 21 days or more to set up before being pushed out.

The Board of Directors voted unanimously via email correspondence to move forward with the revised proposal.

DISCUSSIONS FOR THIS WORKING SESSION:

- I. The Board agreed that a Board member should be selected to oversee the boat ramp committee which has been led by Tim Minor (a community volunteer). David Roberts and Bob McCarthy volunteered together to oversee the project on behalf of the Board of Directors, and to communicate directly with the contractor regarding questions or information requested with reference to drafting of the final contract.
- II. The Board discussed a time table for the project to begin. Given the time required for the concrete to set, and to otherwise prepare for the process, the Board agreed with Mr. Minor that the project should begin in September 2024 after the Labor Day holiday.
- III. The Board also discussed putting stone at end of ramp down as temporary fix. Using a pile of stone available at ramp (excess from gravel project), Bob McCarthy and David Roberts agreed to do the work as soon as possible.
- IV. The Board discussed how they can stage the area for the work that is required before the contractor begins. It was decided that once the contract is completed, and the contractor notifies when the project will begin, the Board will mark off the area as required.
- V. The Board discussed what information is required to be obtained from the contractor:
 - a. PERMITS: The Board understands that this is a repair, and not a rebuild of the ramp. Therefore, no permits are currently required.
 - b. Obtain a certificate of insurance.
 - c. Provide an email address to allow for electronic correspondence, as necessary.
- VI. The Board reviewed the proposal and felt that Dameron should revise the contract to include more information on itemized pricing for materials and additional specs, to include the contract rating of 3,000 versus 4,000 PSI, rebar size #4 and type, and cure time.
- VII. The Board agreed that once all of the information is updated as required in the contract, and all parties are in agreement, that the contractor should provide the final contract directly to the PBCA for signature.

With no more business to discuss, this meeting was adjourned at 7:20 p.m.

These minutes were drafted by Karen Griffin Roberts, Secretary for the PBCA Board of Directors