

**Wentworth Resort Condominium Association
Board of Directors Meeting
September 14, 2013
Wentworth Hotel**

WRCA BOD: Jack Kwesell, Mike Dinneen, John Sevee, Blake Smith, David Treadwell, DD Warren, and Rosemary O'Brien

Management: Fritz Koeppel, Marcel Leveille, Irina Ilieva

Guests: John Bruni, Peggie Dinneen

The meeting was called to order at 9:32 A.M. by Jack Kwesell, President.

Executive Session:

The Board was in executive session from 9:32AM to 10:05AM. The meeting started at 10:08 AM.

We received a letter from Jackson Ski Touring indicating that the pre-season discount is available for those that sign up prior to the end of November.

Management and Financial Reports:

Fritz, Irina, and Marcel presented the Management Report, including the updated Building Repair List (BRL).

Jack noted from the Management Report that services provided to owners has been increasing. Management reported that services provided to owners are for both those who rent through the hotel and those who don't.

Management has sent a letter to Vermont Mutual Insurance Group responding to their 20 December 2012 letter RE: BP11035128 WENTWORTH RESORT TOWNHOUSE. An acknowledgement of receipt of Management's letter was requested; the Insurance Company has not responded to date. Most of the diverters required by the Insurance Company have been installed. The exceptions are those where the water would flow onto the sidewalks of an adjoining unit or on buildings where roofs will be replaced this year.

13 Hurlin Lane: Marcel reported that building repairs were more extensive than anticipated – repairs included removal and replacement of rotted shingles and trim and for cleaning moss off the roof.

8 Fox View Lane – in conjunction with painting the entire building – rotted trim repaired.

66 Wentworth Hall Avenue: the building was to be painted; however, due to budget constraints, only spot painting of rotted trim/shingles was completed.

Management reported that September's building repair activities will be in the \$2K range.

We have paid all insurance expenses for the fiscal year. Management reported that insurance costs for next year will be \$37K.

The 2014 budget approval will be tabled until the new Manager is on board. Jack thanked Fritz for his help developing the budget and noted that it is a good starting point.

Approval of August 3, 2013 BOD Meeting Minutes:

The minutes of the August 3, 2013 meeting were approved.

Old Business:

WMO Propane Supply Contract Renewal: We are close to agreement on the contract. If a unit owner has an individual maintenance contract with WMO, a comprehensive annual inspection is made, including a safety inspection. There are about 6-7 owners who have propane boilers who do not have a service contract with WMO. Even though they do not have service contracts, they are still required to have an annual safety inspection but not the full inspection. Since our current contract calls for a safety inspection for all units, Unit owners without their own contracts with WMO are billed for these. Dana Jones recommends that the contract be revised so that everyone who has propane boilers has the basic maintenance contract so all units must have the full inspection. The cost difference to owners between the service contract and the inspection is minimal. While we cannot require a unit owner to have a service contract with WMO we can inform them that the service contract is advantageous. It was suggested that Dana Jones notify those owners of the advantages of having the contract, since the cost difference between the contract and full inspection is minimal. We will ask Dana to send a letter to those owners.

New Business:

Mike discussed retiring from the Board but agreed to stay for one more year. His experience will be helpful in the transition to the new Property Manager.

Irina advised that our balance sheet requires a transfer of money from savings to pay invoices due or about to come due, until funds from 2014 first quarter dues start coming in. Billing will go out on Monday. A transfer of \$20K was authorized.

14B Joshua Loop: the owner would like to install ducts to the outside to vent bathroom fans. All fan openings should be out the building exterior. Attic access, if required for installation, has to be from the individual unit. The board does not have issue with installation of vents but the owner should make attic access from their unit part of their plans and submit plans to the Board for approval before proceeding.

Chimney 10B/C Georgia – cap has been installed with the divider.

Extent of chimneys with plywood beneath the caps: based on work to date (10B/C Georgia, 6B/C Fox View, 84D Wentworth Hall Ave.) every wooden chase is likely to have plywood at the top. We will hold off on any further inspections until we have the budget.

Transition to new Property Manager – the new Manager will be in contact with Wentworth as to transition. A letter notifying owners of the change will go out within a week. The new Manager will work with the accountants for the year-end report.

The Board will work with the new Property Manager to develop notification procedures for working at rental units.

Hotel expansion is going forward.

DD has arranged for the annual meeting and dinner to be at the Red Fox Pub. She is working on the menu for the dinner and it should be available for the next meeting.

Next Meeting:

The next BOD meeting is scheduled for October 19, 2013 at a place to be determined.

Adjourn:

The meeting was adjourned at approximately 10:45 A.M.