

**Wentworth Resort Condominium Association  
Board of Directors Meeting  
August 4, 2012  
Wentworth Hotel**

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

**Management:** Marcel Leveille, Fritz Koeppel, Irina Ilieva

**Guests:** John Bruni

The meeting was called to order at 9:31 A.M. by Jack Kwesell, President.

**Management Report:**

Fritz and Marcel presented the Management Report.

The updated punch list was sent out to the BOD yesterday. There has been substantial progress with over 20 items completed, some of them substantial items and most of them addressing rot. Marcel and Irina passed around photos of some of the work. Boiler sheds at 7A/B Hurlin Lane had to be almost completely rebuilt due to roof leaks. The sheds at 20 Cottage Drive are in similar shape. There has also been substantial work at 3 & 5 Fairview to replace rot. There has been some progress towards addressing the sliding door at 5A. Management repaired a bay window at 7C Hurlin. Management replaced the deck golf ball protector at 20A Cottage and flashed where it connects with the building.

Management noted that patio doors at 10C and 10D Joshua and 14D Georgia need replacement not only because of the door but also to avoid deterioration to the structures. Replacement of doors is financial responsibility of owners. Management has been in contact with owners.

Painting: Major paint jobs were completed at 5 Fairview Lane and 9 Wentworth Hall Ave. There is considerable painting work to be completed throughout the complex. Management feels that they are still catching up with poor surface prep in the past. Emphasis is on scraping and priming before final coat and not painting over rot. There is one person replacing rotted wood almost full time and two painters at approximately ¾ time. Once we are caught up we would consider a program to address painting a number of buildings a year.

Landscaping: Fritz met with Eastern Green to determine which items should already be in the Landscape to do list generated by DD and Rosemary during the Landscape walkabout. The Board recommended giving Wanda Allen a small project to determine her capabilities.

Ants and mice have been a problem in some buildings in this summer. Management has been spraying only those locations where owners have reported problems. As a preventative maintenance measure, the BOD would like every building treated for insect control. There was discussion about whether there is money in the budget for this activity for the remainder of the fiscal year. Management will follow up.

**Financial Report:**

John Sevee presented the financial report. We were on track as of June. We have eleven owners that have not paid this quarter's dues. Management will follow up.

Fritz reforecast the budget. We are on track to be close to or slightly over budget.

Fritz has developed a preliminary budget for fiscal year 2013. The Board discussed the level of expenditures to meet necessary requirements in relationship to expected revenue. Because of the level of the required work, it was decided that the 2013 Budget will include operating and capital expenditures that match revenues.

John has completed a similar exercise for reserves/replacement costs that confirms Fritz's figures. There is a lot of work to be done as the complex ages. Roofs remain our biggest cost. \$47,000 has been allotted for roofs. \$184,000 has been spent on roofs since 2009. Insurance costs have been quoted and will remain about the same. The final budget will be approved in September.

We will start on roofs in September with 13 Chipper Point, 82 Wentworth Hall Ave. and 10 Joshua. Work to begin in September will not be billed until October (next fiscal year).

**Approval of June 21, 2012 BOD Meeting Minutes:**

The minutes of the June 21, 2012 BOD meeting were approved.

**Old Business:**

Patios: All 4 units at 14 Joshua have been redone. There are still issues and we will want to see how the four hold up over the fall and winter. We may need to replace the bricks with pavers. Marcel demonstrated the difference between bricks and pavers.

Septic tanks: Risers were installed and baffles replaced with plastic pipe (outlet tees) on 7 tanks. The experience gained means that we can easily complete 8 tanks in the same time next year. We plan to have all the tanks addressed in three years.

Building 9 water quality: Results of water quality analysis indicated that pH was the only problem. The Water Precinct chlorinated after Irene and a slug of this treated water may have entered the building's piping after the chlorination. The building has been flushed and problem resolved. There was never a health or safety issue with the water quality, just an issue with taste.

CD transfer: Each Board member signed a document to transfer our CD at TD Bank to a CD at the same bank with a higher yield.

**New Business:**

The Board approved the cost of a "Cherry picker" rental to allow the painters/carpenters to safely reach dormers at 3/5 Fairview.

We received a request for handrails at 66D Wentworth Hall Ave. We have obtained an estimate for the owner.

**Required Reserves:**

John Sevee presented results of his thorough analysis of recommended reserves. He explained his methodology. All categories of the infrastructure and buildings were examined, including buildings, roadways, walkways, sewage disposal, drainage and runoff, water supply, landscaping, electrical, and heating. He estimated the lifespan of each component, along with replacement cost and projected out to 2055. He noted water system is excluded because we may eventually transfer ownership to Jackson Water Precinct.

His analysis evaluated reserves in a number of ways.

Excluding only the water distribution system:

1. Collecting the required amount each fiscal year to cover all of our capital expenses.
2. Maintaining the required amount in the bank.

Excluding selected systems by covering them as capital expenses or as regular operations and maintenance and others by special assessments.

3. Collecting the required amount each fiscal year
4. Maintaining the required amount in the bank.

The Board will review the items covered and identify which ones should be included in reserve replacement and which ones could be covered by special assessment. There will be further discussion next meeting.

It may be time to reenter discussions with the Jackson Water Precinct as to takeover of our water distribution system. Dave will be in attendance at their next meeting.

**Other:**

Annual Meeting – Dinner – Fritz will advise Wentworth Hotel availability for our Annual dinner and he will contact Red Fox to see if they have availability.

Real Estate: we received an update from Kathleen Head; we have five units on the market.

**Next Meeting:**

The next BOD meeting is scheduled for September 15, 2012 at 9:30 AM at the Wentworth.

**Adjourn:**

The meeting was adjourned at 12:03 PM.