

WENTWORTH RESORT CONDOMINIUM ASSOCIATION  
Board of Directors Meeting – June 20, 2009

**Place:** Wentworth Hotel  
**Present:** Jack Kwesell, Mike Dinneen, DD Warren, Blake Smith,  
David Treadwell, Rosemary O'Brien  
**Management:** Fritz Koppel, Marcel Leveille  
**Guests:** John Bruni

**Call To Order:**

The meeting was called to order at 9:30 a.m.

**Management Report:**

The Management Report was presented by Fritz Koppel and Marcel Leveille (see attached Management Notes.

Newly seeded grass around Building 12 resulted in many weeds. This problem is best fixed in the cooler weather of the Fall.

A chase is needed to hide piping on a newly installed air conditioner in Building 12. A small hole was drilled in the foundation, probably made for the air conditioner, and then not used. This is easily corrected and will be filled. Fritz will contact the Owner.

Chimney at 84D rebuilt; flue had been inadequately supported. Some other chimneys within the association have similar structural design problems, and do not provide a straight enough pathway. The problem seems to be limited to buildings with designs modified from the original, and may include 10 units. A study will be done of these units to scope the problem. It was noted that there is no problem for units equipped with gas logs.

The owner of Unit 6B, Mr. Alspaugh, believes a chimney cap, rotated with a weathervane, is needed to improve chimney air flow when lighting wood fires in their fireplace. Mr. Alspaugh quoted a report of this approach working successfully under similar conditions. Fritz asked whether the owner displaces the cold air in the chimney prior to starting a fire. Mr. Alspaugh said he does preheat, but the draw fades. Fritz contacted Chris Brown of Brown Masonry, who doubted if a weathervane cap would work. Since there are few alternatives to alleviate this problem, the Board felt it would be worth trying the weathervane cap.

There was a propane leak in 24B, which was promptly addressed by Property Manager and White Mt. Oil.

Work proceeded on the Punch List as time and weather permitted (see attached Management Notes).

### **Financial Report:**

Fritz discussed the Profit and Loss (P&L) Previous Year Comparison for May. There was \$12.6 k less income, and \$8.5k less expenses for a net decrease in Ordinary Income of \$4.1k. Adding Capital Expenditures of \$3.3K gives us a loss of \$7.4k of Net Income. Jack questioned the focus on one month instead of the year-to-date period. Fritz said the year-to-date data is distorted by data related to the fire. Jack said that the fire only affected one or two categories.

Year-to-date data was discussed. The accountant advised putting the fire expenses and insurance income on the Balance Sheet. Therefore, the total Income for the P&L Previous Year Comparison shows a decrease of income of \$917.9k, primarily driven by the 2008 insurance settlement of \$894.8k. John Bruni pointed out that if the decrease in expenses (\$105k) is adjusted for the Insurance Claims Expenses (\$89.7k) and the Master Insurance Policy expenses (\$4.2k), the other expenses are \$11.1k less than previous year. We are therefore doing better than last year with expenses.

Jack asked why the budgeted \$25k Insurance Claims Expense was not shown as expended on the P&L Budget vs. Actual, year-to-date. Fritz said it was still on the Balance Sheet under Construction Costs Payable (\$28.3k), which should be reversed. Fritz said he needs to talk with the accountant on how to make the adjustment.

Two owners are currently behind on their dues. Overdue notices have been sent and late fees assessed.

As discussed at last month's Board meeting, we have an agreement with P. M. McKay Co. and Mr. Lidman relative to refinishing the woodwork in 12D Cottage Drive. Mr. Lidman has obtained a quote from a local contractor to complete the work for \$3975. Mr. Lidman has escrowed this amount with the Association and the Association will pay the contractor a maximum of \$3975 when the work is complete. The Association will pay McKay \$2000 and in return McKay will dismiss the \$3975 owed to them by Lidman. Fritz said he would talk to the accountant about how to record the \$1975 difference.

Fritz said he will provide next year's Budget proposal by 15 August 2009.

### **Approval of Last Months Board Minutes:**

Minutes of the last Board meeting were unanimously approved by the Board.

## **Old Business:**

Propane tank replacement has not yet begun. Fritz will talk with White Mt. Oil about their schedule.

Finished removal of lower baffles in shed vents.

Septic cover placed on order.

It was determined that the planned metal ice shields that worked well on the North side of the 2 bedroom units with no cheek walls, would not be adequate to fix the problems at Buildings 31, 7, and 84. The installation of rubber ice and weather shield will be necessary, up to levels above the cheek walls, and covered with new shingles. This would amount to re-shingling half the roofs of these buildings. The preliminary estimate is \$30 thousand for the three buildings is considered an acceptable cost when compared against the costs for repair of water damage after ice dam leakage. Fritz will get estimates for the re-shingling work.

Electrical Study Status: The scope of the proposed work has been refined. Rosemary has reviewed; Mike is currently reviewing. This will be provided to Fritz next week. The preliminary estimate is \$5k, maximum. Three or more quotes will be obtained.

The NH Electric Coop has changed its billing to reflect the new Building designations.

J-Town Deli has agreed to split the costs of the meter fees on the one shared meter.

No new information on the Water Precincts interest in acquiring the Associations water distribution lines. Fritz will talk to Scott.

Next Annual meeting and dinner has been scheduled on 5 December 2009 at the Red Fox.

Digitizing Condominium drawings: The board discussed the eventual digitizing of the condominium drawings, specifically the plot plan. This would be useful in the future to show underground utilities, and septic and propane tanks. Mike will check with Susan Manchester, the Association's Attorney, to see if she has a set of drawings. John Sevee may be able to make a digital drawing from existing hard copies. On a related note, it was noted that Michael Mallett has not, as yet, filed the last changes to the boundary drawings with the Carroll County Registry of Deeds. John Bruni said we could do it ourselves but we need the drawing to be able to do this

Water Heater Replacement Notification: Fritz said that Huntly-Allen told him of equipment available to automatically shut off water supply when a leak is detected. Such equipment may eliminate the requirement for replacing water heaters every 10 years. Fritz will get more information and we will discuss next month.

**New Business:**

P.M. McKay Co. has not, as yet, paid the Water Precinct the \$2500 Betterment Assessment for Building 12 construction.

**Date of Next Meeting:** The next meeting is on Saturday July 18th, 2009 at the Wentworth Hotel.

11:27 AM the Board went into executive session to discuss Association legal matter.

**Adjournment:**

Meeting adjourned at 11:28 AM.

After the meeting, the Board continued with the annual "Walk Around".

**Wentworth Townhouse Resort Condominiums  
Board of Director's Meeting**

**MANAGEMENT NOTES**

Meeting scheduled for Saturday, June 20, 2009 at 9:30AM, Lounge at the  
Wentworth

**Financials:**

Treasurer John Sevee will be reviewing the financial information for the month of January 2009.

**Operations:**

10CJ Repaired damage from leak, painted.  
7A Hurlin, removed bee's nest in upper left corner of boiler shed  
82B, installed chimney cap with Chris Brown, Brown Masonry  
13B and 13C Hurlin, repaired roof from ice damage, replaced missing shingles  
Replaced sign by golf crossing by building 31  
5B, Fairview fixed bird feeder  
Building 180, water line was leaking tightened bolt by water meter  
14CJ, repaired water line for outdoor hose with Allan Plumbing  
Building 17, repaired broken septic vent line  
Inspected Building 12, new landscaping  
Finished Lower Baffle exhaust vent project for the boiler sheds  
Ordered septic covers for buildings 3 and 5

**Punch List:**

Building 17A and B completed items on Punch List  
Building 13 Georgia, painted and scrapped building  
Building 13 Georgia, installed lattice below decks, repainted dormers, replaced boards selectively  
Unit 5B, replaced flower box braces  
17A/B Extensive work on decks, replaced center deck beams, railings, shingles etc.

**Buildings/Owners:**

Unit 10BJ repaired and repainted master bathroom due to ceiling leak damaged 2 years ago  
Unit 12A raised ceiling lights for the owners

