

The Wentworth Resort Condominium Association (WRCA)
Board Meeting Minutes
Saturday, June 11, 2011
The Wentworth

The meeting was called to order at 8:32 a.m. by Jack Kwesell, WRCA BOD President.

Present: Board Members: Mike Dinneen, Jack Kwesell, Blake Smith, John Sevee,
David Treadwell, and Rosemary O'Brien

Management: Irina Ilieva, Fritz Koeppel

Management Report

Irina and Fritz presented the Management Report.

Management has been busy with 12A Cottage Drive window repairs, ongoing replacement of water heaters, and the punch list.

A unit owner complained about the 13A Hurlin Lane re-roofing work being done on Memorial Day. While Management and the BOD regret any inconvenience to the unit owner, this particular instance was unavoidable because of schedule issues and weather.

The chimneys were recently cleaned. At the same time the fireboxes and chimneys were inspected. It was noted that there are no safety concerns, however some fireboxes will likely need repairs in the future.

Many of the water lines to the outside faucets in two bedroom units were broken this winter. As unit owners are turning on the outside water for the summer they are discovering the breaks. Marcel will be checking all remaining lines. The plumber making repairs said the lines should have been blown out to remove water from the lines. Management does not believe that this was done. After discussion it was concluded that it is not possible to drain all of the lines sufficiently to avoid freezing and possible breakage and that they must be blown out with air. Complicating the matter is that the water lines and the shut off valves for two units are located in one unit. The shutoff valves are located in the A unit for A/B and also the water lines for both units are routed through the A unit. Adding access to the shut off valve from B can be done at unit owner's request and at their expense, however since the line still goes through the adjacent A unit this may unknowingly create a flood in the A unit, should the line be broken, which may not be detected by the unit B owner turning the water on. The BOD will look at the piping arrangement during the walkabout.

Punch list work continues. The punch list for 2011 will be generated from the walkabout results and ongoing or uncompleted items added from the 2010 list.

The estimated cost to replace the three roofs this year is \$49,000.

Condition of roofs and roof guarantees was discussed. The roofer told Dave that overhanging trees make the roofs deteriorate faster. Many of the roofs shingles are brittle depositing debris each time it rains. 82 Wentworth Hall Ave roof is one of these.

180 Main Street has been power washed but we are waiting for better weather to paint.

It was discussed whether snow removal is necessary from the building with new roofs that have ice and water shield all the way up. Cost savings may be possible if snow is removed only for structural/safety concerns since any ice dams would be stopped by the ice and water shield. It would also save on wear and tear on the roof. Management (Marcel) will investigate.

Financial Report:

Irina presented the financial report and John presented a graphical analysis of the financial trends.

Irina noted that there is only one owner who has not paid this quarter, and as of July 1, it will be 60 days. It is not likely the result of a financial issue but a change in their family status or a communication issue or issue with the address. Irina will check the address of the owner and also ask the renters in that unit where they send their rent payment.

Irina noted that the welcome owner package will have to be changed to reflect the new payment policy/schedule.

John noted that expenses are tracking ahead of budget. CAPEX will likely be over by as much as 14% because we decided to reroof 13 Hurlin to avoid any further issues with leaks.

Bills for the fourth quarter are going out today.

Chimney cleaning is completed. The remaining budget may go for fire box repairs. Septic pumping was completed for 9 buildings this year.

Additional expenditures may come with the storm drain cleaning/repair and building painting.

May 14, 2011 BOD Minutes:

The minutes of the May 14, 2011 BOD meeting were approved.

Fritz noted the following as follow up to the minutes:

The installed cost of toggle switches for the electric water heaters will vary by each unit. He noted that our insurance agent said there was no claim filed at Partridge Woods. Mike noted that if an owner is frequently shutting off the water heater it would be a good idea to install the switch. We will not mandate at this time. Mike will try to contact the Management Agent of Partridge Woods. One possibility is that we could require that the switches be installed as water heaters are replaced.

Fritz also noted that he will be getting more proposals for Pest Removal.

Parking @ Building 84 Wentworth Hall Ave.

Unit owner of 84D and/or their guests have been parking vehicles in the turn-around by unit 84D Wentworth Hall Ave. at the end of the paved access pathway, which runs in front of the east side of the

building. Sometimes there are multiple vehicles parked there. By occupying this turn-around with vehicles, a serious safety issue exists whereby fire and safety vehicles do not have access. In addition other unit owners need this turn-around to safely exit the access road after dropping off people or goods. Also, the snow removal crews need this turn-around for plowing the pathway. For these reasons we will be enforcing the parking ban from now on. Jack will draft a notice to be sent by email to all of the Building 84 unit owners outlining the policy and noting that offenders risk having their vehicle removed. We may also enlist the Jackson Fire Department to enforce this parking ban.

Outdoor Fires (e.g. Chimeneas)

Over Memorial Day weekend, renters of 84A placed a large chimenea on the wood deck. They were told they could not use it on the deck due to fire laws, which set minimum distances for outdoor fires, even in fireplaces, from structures. They removed the chimenea when they left. Rosemary noted that all outdoor fires need a permit available at no cost from the Jackson Fire Department, available at the transfer site. We will not inform owners at this time but bring it up at annual meeting. Fritz may notify renters who may not be as informed as owners. The link to the fire laws and brochure is: <http://www.nhdf.org/fire-control-and-law-enforcement/permits.aspx>

It was also noted that there is a ban on bringing firewood not from NH or ME into the White Mountain National Forest and surrounding area.

Old Business

12A Cottage Drive windows were repaired for substantially less than the estimated cost (\$1047.00 for the two windows). Management contacted Peter Bonnet of P. M. MacKay, who responded that they took responsibility for the faulty installation. We have sent the invoice from the repairs and are hoping to recover cost from them. As for the other units, 12B has two faulty windows but the owners do not want to repair at this time and 12C has one faulty window and the owners will be contacted by Management. The windows in 12D are OK. Management does not believe that the cracks in 12A wall are related to the window issue and instead are part of normal settling and not the Association's responsibility.

We will also ask MacKay to cover the cost of repairs to the other window, which is currently being scheduled. We will give MacKay the option of doing the third window or letting us hire our contractor.

Fritz will ask that the owner of 12B confirm that he does not want the windows repaired.

The owner of 180C would like the transformer box landscaped. It was added to the punchlist during the walkabout in May.

Fritz reported that the new owners of 6C Wentworth Hall Ave. would like their building painted. Painting of all buildings was reviewed during the May walkabout. This building was assigned a higher priority based on the walkabout. Fritz and Marcel are going to review painting and roofs for each building. 9 Wentworth Hall and 20 Cottage Drive are highest priority for roofs, targeting replacement in the fall.

Painting by an outside contractor may be considered in the future, since all the buildings are 25+ years old.

Tree removal/pruning at 77A and 6B Wentworth Hall Ave and 13 Hurlin will be reviewed during the walkabout. 77A Wentworth Hall Ave. is under sales agreement and the new owners want the view improved by clearing dead treetops. Since the trees are not a danger to people or the structure it will be existing owner's cost. However we need confirmation from 77B owners to proceed. The building may be more susceptible to golf ball damage if trees are removed.

New Business:

Jack asked that Fritz provide a proposal for renewal of contract.

Next Meeting

The next meeting is scheduled for July 16, 2011 at the Wentworth at 9:30 AM. Rosemary will take the minutes.

The meeting adjourned at 10:09 am.

After the meeting, the BOD and Management went outside for the annual walkabout, starting at 9 Wentworth Hall Avenue.