

The Wentworth Resort Condominium Association (WRCA)
Board Meeting Minutes
Saturday, November 12, 2011
The Wentworth

The meeting was called to order at 9:30 a.m. by Jack Kwesell, WRCA BOD President.

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

Management: Irina Ilieva, Fritz Koeppel, Marcel Leveille

Guests: John Bruni

Management Report

Management noted that 23 punch list items were completed in October. 182 items remain on the list. There has been a substantial reduction of punch list items.

Marcel walked the complex with the loss control inspector from our new insurer, MiddleOak. The inspection resulted in two action items. The first item pertains to propane storage. All propane tanks should be identified with above ground signage indicating propane is stored (MiddleOak will provide guidance). In conjunction with the signage, they require information about the tanks (e.g., contents, test dates, leak history, material of construction, installation date, capacities, etc.). Management is working on this request with assistance from White Mountain Oil. The second item pertains to dryer vents – the inspector wants all dryer vents to be to the outside. Water traps (to trap lint) and inside vents are not acceptable. So far Marcel has found two units with water traps that don't go outside. Management will develop a list of all units with vents that have to be redirected and contact the insurance inspector as to the vent requirements.

The punch list is posted on our website, however, currently it is outdated. Management will update it on a monthly basis and post it each month.

77A Wentworth Hall Ave. golf course side grading for drainage – one of the contractors noted that because of location, earth moving equipment may have to be brought in and trees cut to accommodate; hand digging does not appear to be an option. Jack and Blake will review the site with Marcel.

Roofs: three roofs were replaced in the past month: 20 Cottage Drive parking lot side, 9 Wentworth Hall Avenue parking lot side and 77 Wentworth Hall Avenue golf course side. Also, while on site, Jason Brown inspected 17A Wentworth Hall Ave. chimney and made repairs to the lead flashing.

Window repairs at 12 Cottage Drive have been completed. All owners have been invoiced for their share of the cost and have paid except one.

Financial Report:

Accounts receivable – five owners are behind in their dues as of today. They will be invoiced with late fees.

We have already spent over \$32k (29%) of our total CAPEX budget because of the three roof replacements. As a result our checking account balance is a little low - about \$6,000 – the BOD approved a temporary transfer of \$20,000 from our money market account to hold us over until receipt of dues. Once payments are received the amount can be transferred back.

CAPEX spending will slow down now that the cooler weather is here. The next CAPEX project is the patio re-bricking (10 units) in the spring.

Fritz noted he has added painting and roofing dates to the punch list.

October 15, 2011 BOD Minutes:

The minutes of the October 15, 2011 BOD meeting were approved.

Old Business

The BOD went into executive session from approximately 9:50 AM to 10:00 AM to discuss the Vermont Mutual and WMO arbitration.

We received a settlement check from the Vermont Mutual and WMO arbitration resulting from the 2008 fire.

Jack, Blake, Irina, and Fritz met this week and the management contract negotiation is complete and the contract is ready to be signed.

The annual meeting presentation is in progress. Jack is working on the presentation agenda and highlights. Marcel will provide photos of work completed. We have considerable positive news to report.

BOD members up for reelection who have agreed to return for another term are DD, Mike, and Jack.

DD will invite Kathleen and Norman Head to the dinner. Mike will contact Thom Perkins of Jackson Ski Touring to see if he would like to attend the meeting.

Official notice of the annual meeting is being sent out by U.S. mail. We are targeting Nov. 21 for the rest of the material to be sent out by email. Owners requiring a hardcopy of meeting materials can obtain them upon request. Meeting date is December 3, 2011 at 9:30 at the Red Fox Pub. DD will take the minutes.

A diseased tree at 10 Georgia Lane was removed.

Handrail options at 7 Hurlin Lane were discussed. Management would like to begin work on the sonotube supports before winter. Rail options were discussed. The cost of wood is very high. Management will obtain additional quotes.

The “No parking” sign at the fire lane at 82 Wentworth Hall Ave. has been installed.

The outside water lines have been drained and blown out for the winter.

Two water heater replacements remain for this year 14CG and 14CJ. 14CG will hire a contractor to do the replacement. Management has not had a response from owner of 14CJ.

The cost and responsibility for re-routing dryer vents was discussed but no decision was made. We will wait for further information from MiddleOak along with additional cost information before making a decision. Management will contact the MiddleOak inspector.

New Business

A motion was made, seconded, and approved to donate \$100 to the Jackson Police Department towards the purchase of a defibrillator.

Mice have been an issue in some of the units, including 14 Joshua. Management has been following up.

Next Meeting

The next meeting is scheduled for December 3, 2011 at the Red Fox Pub immediately following the Annual Meeting. DD will take the minutes.

The meeting adjourned at 10:47 A.M.