

**The Wentworth Resort Condominium Association  
Annual Meeting Minutes  
Saturday, December 1, 2012  
Whitney Community Center**

The meeting was called to order at 9:31 a.m. by Jack Kwesell, WRCA BOD President.

**Present:**      Board Members: Jack Kwesell, Michael Dinneen, DD Warren, Dave Treadwell, Blake Smith, John Sevee, and Rosemary O'Brien.

Management: Irina Ilieva, Marcel Leveille

Owners: 30 owners were in attendance and 24 unit owners were represented by proxy declarations for a total of 54 owners.

**Determination of Quorum**

The meeting was opened by Board President, Jack Kwesell, noting that a quorum was present. One third of 80 owners are required for a quorum, a quorum was declared.

**2011 Meeting Minutes:**

A motion was made and seconded to approve the minutes from the annual meeting of December 3, 2011. The motion was approved by unanimous vote.

**Overview of 2012 Fiscal Year: October 2011 - September 2012** (Jack Kwesell)

Jack gave an overview of the 2012 fiscal year.

<sup>35</sup>/<sub>17</sub> Major Building Maintenance

- H The Association replaced roofs on 3 buildings this past year. 12 roofs have been replaced in the past 4 years. Roof replacement represents 43% of total CAPEX over 4 years.
- H Three more roof replacements are scheduled for the upcoming fiscal year.
- H Our roof replacement program is coming to an end; the long term benefits of roof replacement will be lower maintenance and snow removal cost.

<sup>35</sup>/<sub>17</sub> Painting Activities

- H Building 20 Cottage Drive was partially painted.
- H Selective painting was done on 10 buildings.
- H We used a cherry picker to paint hard to reach areas safely.
- H Now that we are nearly caught up with selective spot painting the plan is to go back to a painting schedule of 3 buildings per year (which is equivalent to each building being painted every seven years).

<sup>35</sup>/<sub>17</sub> Landscaping/grounds Issues

- H We are focusing on septic system preventative maintenance which will avoid costly replacement of leaching fields.
- H We began a 3-year program of inspection and replacement of Septic Tank Baffles.
- H Septic tank covers were replaced.
- H We replaced 4 brick patios at 14 Joshua Loop Rd. More will be replaced after we determine how the first 4 hold up over a year.
- H Pest control is being done by Management to save money.
- H Improved Drainage
  - Under deck of 77 Wentworth Hall Ave.
  - Install grates on decks to allow drainage and prevent buildup of ice.
- H We have begun a landscaping improvement program – it is smaller scale than last time.
  - The Association is having ongoing discussions with Jackson Water Precinct regarding turnover of our underground water system. There are some costs to the Association for doing this but there are long term advantages for both entities.

<sup>35</sup>/<sub>17</sub> Continued Enhancement Of Punch List

- H The primary basis of the Punch List is the Annual walk-about by BOD conducted in the spring.
- H The Punch List is posted on the Website
- H We also solicit recommendations from Owners

<sup>35</sup>/<sub>17</sub> The Association continued focusing on safety related maintenance as follows:

- H Annual inspection of heating systems
- H Cleaning clothes dryer vents
- H Inspection and cleaning of chimneys
- H Removing hazardous trees
- H Install safety handrails & making walkway improvements
  - 7 & 13 Hurlin Lane
  - 8 Fox View Lane
  - 66 Wentworth Hall Ave.

<sup>35</sup>/<sub>17</sub> Trash pick-up during vacation/holiday periods

- H Increase frequency to keep up with greater occupancy.
- H Additional dumpster at upper end of Wentworth Hall Ave.
- H Last year showed marked improvement

<sup>35</sup>/<sub>17</sub> Reminders

- H Doors & windows are owners' responsibility; skylights are Association's responsibility; deck floors are by the Association but owners may need to notify Management of needed maintenance since they are not visible during the walkabout.
- H Insurance resolution adopted in 2010 has been a financial benefit to the Association.

- H Our property maintenance contractors request owners to move cars after snow storms to facilitate snow removal.
- H It was recommended that each unit have a working landline for Security monitoring.
- H Owners email list – still being developed by an owner.
- <sup>35</sup><sub>17</sub> Other
  - H An owner asked why roofs are being replaced so soon. The roofs installed to replace the wooden roofs were improperly installed.
  - H Jack explained that the fire expenses set our painting program back but we are catching up.
  - H Roof diverters are installed as needed. An owner requested a roof diverter on his unit (82D Wentworth Hall Ave.).
  - H We are going to change the combination on the dumpster building this week to prevent unauthorized use. Owners will be notified by email and a note will be placed in each unit".
  - H The Board requested that owners pay attention to banned items in the dumpster. Items such as TVs can be disposed of at the Jackson Transfer Site on Route 16 for a nominal fee. In addition, Management can assist. Also cardboard should be flattened.

### **Pictorial Overview** (Marcel Leveille)

Marcel narrated a photo presentation of the year's projects and maintenance activities and provided detail for selected projects. He noted that windows can be repaired to avoid an all-out replacement. Owners should contact Management for assistance. In addition to items discussed by Jack, he noted that they had also repaired door and window rot, rebuilt a boiler house, rebuilt exterior stairs, replaced a septic pump, and replaced dryer vents and washer hoses, along with other activities.

Marcel and DD Warren explained one alternate solution to replacing overgrown shrubs is to open them up with hand pruning. A large Juniper bush at the corner of Wentworth Hall Ave. and Joshua Loop Rd. was pruned in this way by Wanda Allen, a local landscape professional.

Marcel explained that unoccupied units need periodic replacement of water in plumbing traps to prevent backflow of sewer gases into the units. Also rubber washer hoses should be replaced with stainless steel metal hoses. The water should be shut off when units are not occupied.

Security systems – if an owner requires assistance call Management.

Boiler shed heaters are on to prevent freeze-ups in the event the boiler unexpectedly shuts down.

Management conducts heat inspections for heat only not for washers or water.

Installation of rainwater diverters in the middle units can be an issue.

### **Financial Review** (John Sevee)

John Sevee provided the financial review of Fiscal 2012.

<sup>35</sup><sub>17</sub> John explained we are about one percent over operating budget due to septic system maintenance and tree/shrub maintenance.

<sup>35</sup><sub>17</sub> We received an \$18,000 reimbursement from insurance settlement for the 2008 fire.

<sup>35</sup><sub>17</sub> John has undertaken a substantial study evaluating the adequacy of reserve fund for capital expenditures/infrastructure replacement. The study examines every expense category and projects out a long period of time to determine if the condo fee is adequate to handle expenditures or if we should maintain additional cash reserves. John Bruni commented on the extensive work that was done to produce this assessment.

John Sevee presented a budget summary of 2012 actual versus budget and proposed for 2013. The condo fee remains unchanged from 2012.

John also presented a detailed summary of expenses. Property management (including both building and grounds) and major building maintenance comprise the largest proportions of expenses followed by insurance/waste removal, utilities, and other expenses.

#### **Election of Board** (Jack Kwesell)

The following Board positions were up for re-election and the slate presented as follows:

#### **SLATE OF NOMINEES**

Blake Smith - 8A Fox View Lane  
David Treadwell - 13D Hurlin Lane

There were no additional nominations or volunteers from the floor. The slate was moved and seconded as presented and voted in unanimously. Several Owners thanked the Board for all their hard work and participation over the past year.

#### **Real Estate** (Kathleen Sullivan Head)

Kathleen presented a summary of the local real estate market. Conditions in Carroll County and at Wentworth continue to be soft.

Two condominiums sold in Jackson since last year's meeting; one was Wentworth. Condominium Unit 29A sold in February. She presented results of her analysis of the market and noted that the bulk of sales of condos in Jackson and Bartlett are in the \$100-200,000 range; below the average price at Wentworth. In addition, a two bedroom unit is in the initial sale process but financing is proceeding slowly because the Association is a non-warrantable association (because there are short term rental units on the property). A non-warrantable

association means that mortgages can't be sold on the secondary market; and as such, interest rates are slightly higher.

Kathleen is hopeful for 2013. Working to our advantage are lower interest rates. However the Appraisal process remains a challenge and is taking substantially longer than in the past.

**Jackson Ski Touring** (Thom Perkins)

Thom noted that Jackson was the exception to the rule for snowfall last year. Snow was more than sufficient for skiing for the 2011-2012 season and some XC events were rescheduled at JXC because there was snow here and nowhere else. Thom explained that the cost of rerouting the Ellis River Trail and repairing damage from Irene was \$200,000. They have added some new snowshoe trails and a tubing park. Focus is on bringing in younger skiers. All of the trails are ready for the season. Thom thanked the Association for continued use of our land.

**Around Town** (DD Warren)

DD gave a presentation on all the holiday events going on in Jackson and around town. There are new decorations and lighting around Jackson. She also thanked the BOD for all their efforts and hard work over the past year.

An Owner recommended the Jackson White Mountain Art exhibit which is across the street at the Historical Society.

**Final Items:**

Jack thanked the Board and our Management Firm, Marcel, and Irina for all of their hard work on behalf of the Association and John Bruni for all his help in the a/v production of the meeting and his ongoing help to the Board. He also expressed his heartfelt appreciation to all the Owners and for their participation and continued support of the Board and the Wentworth Community.

Everyone was reminded of the Annual Dinner to be held at 6 pm at the Wentworth.

**Adjourn:**

A motion to adjourn was made, seconded, and approved and at 11:07 am the meeting was adjourned.