

**The Wentworth Resort Condominium Association
Annual Meeting Minutes
Saturday, December 7, 2013
Red Fox Pub**

The meeting was called to order at 9:34 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: Erik Chandler

Owners: 39 owners were in attendance or represented by proxy.

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.

2012 Meeting Minutes:

An owner requested that the 2012 Annual Meeting Minutes be changed as follows: 20 Cottage Drive was partially, not completely, painted. A motion was made and seconded to approve the minutes with this change. The motion was approved by unanimous vote.

Overview of 2013 Fiscal Year: October 2012 - September 2013 (Jack Kwesell)

Jack gave an overview of the 2013 fiscal year.

- Roof Replacements
 - The Association replaced roofs on 3 buildings this past fiscal year. 12 roofs have been replaced in the past 5 years.
 - Three more roof replacements are scheduled for FY 2014 (180 Main St. both sides, and 10 and 14 Georgia Lane front sides).
 - Two more roof replacements are planned for next fiscal year.
 - Our roof replacement cycle is coming to an end.

- Building Maintenance
 - Building repairs continued.
 - Building repair activities included siding, chimneys, and cheek walls.
 - We will be replacing plywood supports/dividers at the top of chimneys installed within wooden chases.
 - Another major activity is dryer vent cleaning.
 - Wood boxes continue to require repairs.
 - Selective Painting
 - Recent painting projects included 6 Fox View Lane, 66 Wentworth Hall Avenue and 13 Hurlin Lane.
 - We would like to return to a regular painting schedule, completing entire building(s) versus selective/spot painting.

- Landscaping/Grounds Issues
 - In fiscal 2012 we began a program to inspect and replace septic tank baffles. This was to be a three year program, although this past fiscal year it was deferred for one year due to budget constraints.
 - The Association continued to replace concrete septic tank covers with composite covers.
 - Several hazardous trees and branches were removed.
- Safety Issues
 - We repaired/re-graded exterior stairs.
 - Handrails were installed as required by our insurance company.
- We repaired a major underground water line break near 77 Wentworth Hall Avenue.
- We continue ongoing discussions with the Jackson Water Precinct to acquire our water system. This is a long process – we have mapped our system to begin this process.
- We addressed issues raised by our insurance company's inspection.
 - Decks not bolted to building (only nailed).
 - Deck support columns not secured to footings.
 - Exterior stairs to decks have no handrails.
 - No rain diverters over stairways.
 - Cooking grills too close to buildings.
- Other Issues
 - We are working on renewing our propane supply contract with White Mountain Oil and Propane (WMOP).
 - The Board strongly recommends each owner have a service contract with WMO; this covers the annual safety inspection, which is required for all boilers.
 - We resolved issues related to FEMA flood hazardous zone compliance.
- Reminder Issues
 - There is an additional dumpster for trash pick-up during vacation/holiday periods.
 - Owners are reminded to move cars after snow storms.
 - Each unit is required to have security system monitoring.
 - A landline (Fairpoint) is required to avoid disruption during power outage. The cost was discussed it is under \$20/month.
 - Unit door locks must be compatible with the master key system.
 - Heat checks have begun; in response to an owner's question, heat checks are weekly – there is a checklist that will be left in the unit with dates – full time occupied units and those that are being rented are not checked. Erik checks with Irina weekly.
- New Property Management Company
 - Jack introduced our new Property Manager, Erik Chandler of E. G. Chandler, Inc.

- There will be a 5% increase in condo dues; Jack noted this is only the second increase in eleven years.

Pictorial Overview (Jack Kwesell and Erik Chandler)

Photos of the following activities were shown:

- 180 Main Street and 14 Georgia Lane Roofs
 - The roofs on these two buildings will be replaced in Fiscal 2014. Erik noted we are switching to CertainTeed shingles and making material changes to improve longevity.
- 6/8 Fox View Roofs
 - The roofs on these buildings will require replacement/repair soon.
- 14D Georgia door rot and door replacement
 - Jack noted owners are responsible for door and window replacement but must choose from approved list of vendors/styles; colors must match existing to the extent possible.
- Chimney repairs were made 17D Wentworth Hall Ave.
- Building 82 Wentworth Hall Ave. damaged exhaust vent from falling ice.
- 9C Wentworth Hall Ave. boiler exhaust too close to building timbers.
- 10B/10C Georgia Lane – A chimney smoke divider and cap was installed.
- Building 77 Wentworth Hall Ave. water main leak
- Repairing lamp post at building 8 Fox View Lane
- Replacing Cottage Drive sign.
- 66D Wentworth Hall Ave. chimney trim rot and repair
- 3A Fairview Lane window repairs
- Dumpster building bear damage

Financial Review (John Sevee)

John Sevee provided the financial review of Fiscal 2013.

- John explained that for fiscal year 2013 we were about one percent over operating budget due to the water line break at 77 Wentworth Hall Ave and chimney repair issues.
- There will be an increase in fees by \$50 per quarter starting January 2014. John discussed the need for this increase.
 - We have had two increases in eleven years, averaging 0.5% per year in that period.
 - We have experienced a depletion of our reserves over past 5 years.

- Our Capital Reserves Assessment indicated insufficient reserves for future capital expenditures. We need to increase the reserves.
 - We have had an increase in age-related repairs and upgrades.
 - There has been an increase in reserve fund awareness by mortgage lenders.
- John explained our capital reserves assessment approach.
 - Inventory condominium infrastructure elements.
 - Assign life expectancy to each infrastructure element.
 - Assign replacement cost to each infrastructure element.
 - Extrapolate expenditures into the future.
 - Examine amount of savings or annual dues needed to pay for the various capital costs arising over time.
 - Compare options to using special assessments and bank loans.
 - In response to an owner question – John noted that our reserves are approximately 30% of being fully funded – this is typical of many condominium complexes.
 - In response to an owner’s concern, we discussed various options for funding reserves increases.
 - John presented a slide showing comparable local properties’ total annual fees (capital and operating) as a percentage of assessed value.
 - John presented a budget summary of 2013 actual versus budget and proposed for 2014.
 - John also presented a detailed summary of expenses, and a summary of our operating and reserve account balances.

An owner inquired about the warranty for a tank-less water heating system (25 years) versus the Association’s requirement of ten years. The Association’s requirement of ten years applies to systems with tanks only.

Election of Board (Jack Kwesell)

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

SLATE OF NOMINEES

John Sevee – 3B Fairview Dr.
Rosemary O’Brien –14A Joshua Loop

There were no additional nominations or volunteers from the floor. The slate was moved and seconded as presented and voted in unanimously.

Jackson Ski Touring (Thom Perkins)

Thom thanked the Association for continued use of our land. WRCA granting a permanent easement for the Yodel Trail in 2004 began a process in which other landowners have granted permanent easements.

Thom described several projects that JSTF has or will be undertaking to improve skiing. Some of these are: a new bridge over the Wildcat Brook linking the Eagle Mountain/Woodchuck Fields, smoothing of Alice's Alley to require less snow for skiing, a proposed intermediate trail connecting the Maple Mountain loop to Popple Mountain summit, and a waffle hut.

In response to an owner's request Thom described the snowshoe trail system.

Real Estate (Kathleen Sullivan Head)

Kathleen noted that we have had ten sales at Wentworth this year.

Kathleen presented a summary of the local real estate market. Sales in Jackson have rebounded to 2006 levels, which was a peak year for sales and prices. Prices are up for the year but have not rebounded to peak levels.

Wentworth has weathered the real estate crisis better than many other complexes mainly because most of our owners have not been buying primarily for rental income.

Around Town (DD Warren)

DD gave a rousing tribute to Kathleen Head for her thirty years of service to the WRCA.

DD gave a presentation of the holiday events in Jackson and the MWV.

Final Items:

Kathy Sullivan announced she and her husband will be starting a Yahoo Group for WRCA members.

An owner indicated she has surplus furnishings if anyone is interested.

An owner thanked the Board for their work on the Property Management change.

Everyone was reminded of the Annual Dinner to be held at 6 pm at the Red Fox Pub.

Adjourn:

A motion to adjourn was made, seconded, and approved and at 11:04 am the meeting was adjourned.