

**Wentworth Resort Condominium Association  
Board of Directors Meeting  
January 17, 2014  
E. G. Chandler, Inc. Office**

**WRCA BOD:** Jack Kwesell, Mike Dinneen, John Sevee, David Treadwell, Blake Smith, DD Warren, and Rosemary O'Brien

**Management:** Erik Chandler

**Guests:** John Bruni, Peggie Dinneen

The meeting was called to order at 10:05 A.M. by Jack Kwesell, President.

**Management Report**

Management advised 180 Main Street and 10 and 14 Georgia Lane roof work was postponed in December due to the weather (extreme cold and heavy snow). The roofs are being monitored and snow and ice cleaned off as needed. Management recommends postponing 90 days, until approximately April 1st. The roofer is willing to commit to prioritizing these roofs in the spring; these will be first on their list. The Board approves the postponement. Owners will be informed.

There was one additional roof leak at 6D Fox View. This unit is now on the roof raking schedule.

The Board discussed drainage in back of the three bedroom units on WW Hall Ave and Main Street and at 5 Fairview. Due to the freeze thaw cycles, there has been snow and ice blocking water that can result in water backing up into units. To prevent water infiltration, snow cleaning is required.

Management advised that the re-keying project has been completed.

Pest controls: Many squirrels and mice have been caught. Approximately \$900 has been spent to date on pest control.

14 Joshua Septic System: Management responded to a call from the owner of 14DJ who reported the alarm was going off. Management responded and found that the pump alternating control had failed. This was on a weekend. Management periodically pumped the tank down until repairs could be made. Rather than replacing just the alternating control, the entire control panel was replaced due to the age of the system. Otis Quint, the septic tank pumper for the Association, assisted Management at no charge to the Association. Due to the age of the septic pump station control panels throughout the complex, we should consider scheduled replacement of the control panels.

Alarms: During heat checks Management found that four units had "Telco Line Fail". Pope was notified and the issues rectified.

There was a long discussion on water shutoffs. Our rules recommend it, however many owners do not want their water shut off. It is not recommended to have units that are not occupied to have water on. During heat checks 36 of the units checked had water on. This is a big concern.

During the recent cold period during a random extra heat check, Management found a burst pipe and water leaking in Unit 66D Wentworth Hall Ave. Fortunately, the leak was found before there was significant damage.

Management advised that other Associations do mandate water shutoff and have \$100 fines if the water is left on. We need to make it easy for unit owners to turn the water off since not all valves are easily accessible. We discussed a number of options. To start we will tag valves and quantify the valves that are difficult to access. Another concern is making sure the boilers have a supply of makeup water. Management will leave a checklist in each unit.

We discussed clearing snow from decks and balconies. Deck shoveling is the responsibility of the unit owners. Owners can contract with Management or Eastern Green if they do not want to do it themselves.

10B Joshua Loop Road has gone under agreement. Management spoke with potential new owner regarding budgets and assessments.

Dumpster Building: The door is not closing properly and the interior light does not come on during the day – Management will address.

### **Financial Report**

Management and John Sevee presented the financial/budget report.

The second quarter billings went out late but payments have been coming in.

Two areas we are trending above budget are for roof snow removal and electricity.

### **Executive Session**

The Board went into executive session from approximately 11:15 to approximately 11:45 to discuss electrical costs.

### **Approval of December 7, 2013 BOD Meeting Minutes:**

The minutes of the December 7, 2013 BOD meeting were approved.

### **Board Approval of December 7, 2013 Annual Meeting Minutes**

The minutes of the December 7, 2013 Annual Meeting were approved. Final approval by the Association will be at the 2014 Annual meeting in December.

### **Old Business:**

Septic Tank Inspections and Baffle Repair Program: John Sevee contacted Albert Frick Associates for a quote to inspect and repair/replace baffles for seven buildings. The quote is for \$5,300-\$7,400 depending on extent of repair. This seems to be a reasonable sum based on past experience. John/Erik will coordinate these services with the septic tank pumper.

We discussed frequency of septic pumping. We may be able to pump less frequently in lower occupancy buildings.

Based on experience in her unit, DD asked that during heat checks, that Management check for leaks near the interior chimney in unit 5A Fairview Lane.

**New Business**

The Board discussed a request from Mrs. MacDonald (Unit 14B Georgia Lane) for interior painting repairs from leaks going back approximately ten years. We need more information to make a decision. Water damage is mainly in the living room area of the main floor. Management will contact Wayne Infinger to find out how far back events can be for claims to be processed.

We discussed the Welcome package for new owners and what information is included.

**Next Meeting:**

The date for the next BOD meeting is Friday February 14, 2014 at 10AM at the offices of EGC.

**Adjourn:**

The meeting was adjourned at approximately 12:17 P.M.