

**Wentworth Resort Condominium Association
Board of Directors Meeting
March 14, 2014
E. G. Chandler, Inc. Office**

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

Management: Erik Chandler

Guests: John Bruni

The meeting was called to order at 10:02 A.M. by Jack Kwesell, President.

Management Report

Electricity Usage: Usage has ended Friday March 7 per Couture. Jack has the most recent bill for the meter. Once usage is calculated, an invoice will be sent to Couture. After discussion, the Board decided to discontinue supplying electricity to the pool. Management will contract an electrician when the snow and ice is gone.

The Board went into Executive Session from 10:10-10:20 to discuss updating Association drawings and plans.

Management proposed and the Board agreed to send an email to all owners for them to reply clarifying each owner's desire for alarm settings when Management has entered a unit.

29A Water Main Break: The water main to the unit broke under concrete slab in crawlspace. Management arranged for emergency repairs and initiated a claim with the owner's insurance policy. The Association will fund the repair to the main. Management initiated the claim on the individual unit owner's policy with the unit owner's approval and Jack's guidance due to the likelihood of the total cost of damages being below the Association's \$25,000 deductible. Management reported that repairs are underway.

Management reported that Mike Mallet, Huntley Allan, and Scott Hayes of The Jackson Water Precinct were all extremely helpful in aiding EG Chandler during the initial response.

Mike Mallet informed Management that the first 4 buildings on the left side of WW Hall Avenue were built the same. A similar break happened in 29B in the past. What actually broke was a plastic fitting. Potentially 10 additional units may have these plastic fittings but it is unknown if they actually do. We discussed whether we should determine if the others have these fittings. We could jack hammer through the same spot in the other units and investigate if the board so chooses. Estimated cost would be \$700 to \$1000 per unit depending on whether hot water tanks need to be moved or not. The Board voted to table for now.

Insurance Recommendation: In the aftermath of 29A water main leak, Management recommends the Association update all owners on the Association's \$25,000 deductible and other deductibles that may apply to their policy. We discussed our Insurance Resolution and the need to educate/update all owners of the recommendation to have their own insurance policy for at least \$25,000 (the Association's master insurance policy deductible).

Dumpster Sharing: Jackson Falls Condominium Association would like to explore possible sharing of our dumpster cost for the 6 owners there. A current owner there (Dave Roberts) pays the Association \$100 per year for use. Jackson Falls has the same Management agent and Erik noted they don't have many rentals. The Board is in agreement with an arrangement whereby we charge the Jackson Falls Association directly (\$600/year) for their owners' use.

Dumpster Building: The Board discussed the condition of the Dumpster Building. Erik is working on options to repair/improve appearance. An immediate concern, especially with new owners and possibly Jackson Falls owners, is the signage. Management will draft new signs with E.G. Chandler Contact Information.

Deck shoveling: We discussed who is responsible for deck shoveling. This is the responsibility of unit owners. We will not make any changes at this time.

Water Shut Offs (Exterior): An issue that arose during the water main break at #29A – is that we should have all shut offs marked on a map. Management made copies of a map that was provided by the Jackson Water Precinct. Management would like to informally measure and mark all shutoffs on it. They could also be staked in winter months. The Board is in agreement with this approach.

Water Shut Offs (Interior): Huntley Allan will conduct a survey and provide a proposal for easy-to-use water shutoffs once he returns from vacation.

Management reported that water shut off tags arrived but the size was too small. Larger ones have been ordered.

14B Georgia Interior Painting Request: Management called the owner twice and left messages. The owner emailed back. Management then informed the owner of the board's decision to not fund interior repairs via email and have not had a reply. This issue will be considered closed unless we hear from the owner.

84 Wentworth Hall Avenue: There are various issues with the building exterior at 84 Wentworth Hall Avenue, including a leaking roof (ice dam) and rotted trim at 84B. Management inspected and spoke with owners of 84B and 84C. A temporary roof repair was completed – the building will need a new roof in a section. Exterior work will be needed in spring.

14D Georgia Lane: Management responded to a leak. It was determined that it was not the roof but from interior plumbing – management is waiting for owner to decide what to do – this is personal, not Association issue.

82A Wentworth Hall Avenue: Management responded to a Freezeup in the entry closet with minor damage to 82A and 82B. There have been four of these breaks in various units this winter The Board discussed and agreed to investigate this issue. The owner of 82A (Mike Dinneen) agreed that his unit could be used for the investigation.

Walkabout: We discussed the annual walkabout. Erik proposed making his own survey walking around the property and developing an updated building repair list prior to the walkabout with the Board. The Board is in agreement with this approach.

Welcome Packet: Management explained that a few new owners have requested information on the Association (rules, unit checks, website access, etc.). We discussed information provided to prospective buyers by Kathleen Head and also our new owner welcome packet. New owner welcome packet is the responsibility of Management. DD provided the current packet to Erik for review and update. Erik will present a draft to the Board. DD will assist.

Financial Report

Management presented the financial/budget report.

Roof replacements (10/14 Georgia Lane and 180 Main Street) are still planned for April (snow and ice permitting). These roofs are holding but there is has been high cost of snow and ice removal.

We discussed changing our fiscal year to be concurrent with calendar year. We will stay with current fiscal year.

We discussed availability of funds this fiscal year for capital improvements and building repairs. Additional roof replacements are planned for the fall.

Approval of February 14, 2014 BOD Meeting Minutes

The minutes of the February 14, 2014 BOD meeting were approved.

Old Business:

Covered under Management report.

New Business

Covered under Management report.

Next Meeting:

The date for the next BOD meeting is Friday April, 25, 2014 at 10AM at the offices of EGC.
Post meeting note: meeting postponed until May 9, 2013 at 10 AM.

Adjourn:

The meeting was adjourned at approximately 11:59 A.M.