

**Wentworth Resort Condominium Association  
Board of Directors Meeting  
August 3, 2013  
Wentworth Hotel**

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

**Management:** Fritz Koeppel, Marcel Leveille, Irina Ilieva

**Guests:** John Bruni, Peggie Dinneen

The meeting was called to order at 9:30 A.M. by Jack Kwesell, President.

**Management Report:**

Fritz and Marcel presented the Management Report, including the updated Building Repair List (BRL).

Management provided Management and Financial Reports for June and July 2013. Due to inclement weather, the BRL activity has been slow. In the meantime, Management has been busy with services requested by owners. Now that the weather has improved, activity has now increased. Fritz has assigned three full time personnel to work on the BRL for the remainder of the season.

Ants have been an issue. Marcel noted that several buildings were treated and the ant problem seems to have been resolved. Dave noted that because of overhanging trees there is still an issue with squirrels getting onto the roof and balcony at his end of the building. He also noted a window that does not seem to dry out and is in need of painting. Management to follow up.

A storm in July brought down a large tree at 7 Hurlin Lane and a large branch into the driveway at 14 Joshua Loop. Tree cleanup and removal has been a larger expense than normal this year.

Septic pumping for the year is complete. This was the higher cost year (13 tanks). Next year we have 9 tanks.

**Financial Report:**

We are projecting to be approximately \$12,000 over budget. John asked if the projected budget reflects BRL activity for the remainder of the fiscal year. Fritz replied that the projected budget includes three full time personnel working on the BRL for the remainder of the fiscal year.

Painting building 8 Fox View Lane is nearing completion. Most of the cost of this activity has already been reflected in the expenses to date.

Most of the projected budget overrun is because unplanned expenses related to the chimney-fireplace issues at 6C/D Wentworth Hall Ave. and the water main break at 77 Wentworth Hall Ave.

Discussion ensued on addressing the BRL items versus cutting back to stay on budget. We are over budget mainly because of the unplanned expenses. \$24,000 is projected to be spent on BRL before the end of the fiscal year. We would need to cut this by about half (\$12,000) to stay within overall budget. One option is to go over budget and continue to work on BRL. The Board is hesitant to go over budget by this amount. Another option is to delay non-critical, discretionary work on the BRL until next fiscal year. For instance, work such as tree trimming, some painting, etc. that doesn't affect safety could be put off for a couple of months until the next fiscal year.

Fritz noted that the BRL is not getting any shorter and this is the result of no increase in the overall and BRL budgets over the past few years. The Board asked Management to prioritize the BRL, addressing for example, safety-related items first.

Fritz again noted that the number of BRL items is not decreasing and questioned whether the inability to reduce the number of items on the BRL is resulting in the deterioration of the complex. There was discussion about this - whether the complex is deteriorating if the number of items on the BRL is not reduced year to year. The Board's feeling is that the complex is not deteriorating because of the level of effort over the last couple of years and looks better now than in the recent past. It is the Board's responsibility to both monitor the condition of the property and to stay within the budget and recommend an increase, if needed, to prevent deterioration.

Fritz noted that he could not keep all three of his personnel busy if work on the BRL slows and that as a result layoff(s) might be possible. He expressed unhappiness with the BRL budget being reduced and the potential impact on personnel. John noted that a way to address this in the future and going forward for fiscal 2014 budget is to build in a contingency for unforeseen expenses. If the contingency is not used in a fiscal year it could be used towards the BRL or other projects.

Fritz noted that he would not be happy with taking the contingency out of "his" (the BRL) portion of the budget. The BRL is the portion of the budget that is mostly discretionary.

There was discussion about whether we can live with a budget overrun year to year. This would not be an acceptable way to operate; we would need to increase revenue. We agreed we need to stay within budget.

Fritz expressed unhappiness with having to lay people off because the Association had to repair fireplaces and fix a water main break (thereby needing to reduce spending on BRL by \$12,000 for the remainder of the fiscal year).

Fritz announced that he would be resigning as Management Agent and he, Marcel, and Irina left the meeting at 10:02 A.M.

The Board went into executive session from 10:03-10:43 AM to discuss Property Management. The meeting then resumed at approximately 10:44 AM.

**Approval of June 15, 2013 BOD Meeting Minutes:**

The minutes of the June 15, 2013 meeting were approved.

**Old Business:**

WMO Propane Supply Contract Renewal: Jack met with Dana Jones and Todd Miller of WMO on the contract. Changing the contracted price basis was discussed. The benchmark price at Selkirk is no longer applicable, which is the basis for our current contract. WMO proposes using their cost plus a margin instead. The Board does not see an issue with this change. Jack will review with our lawyer. In addition, our current contract calls for a cursory safety inspection for all units. Unit owners without their own contracts with WMO are billed for the inspection. A full inspection is done if an owner has a service contract. WMO recommends that the contract be revised so all units must have the full inspection. Owners without contracts must pay the additional cost. This is agreeable to the Board.

Building 84 ---lawn repairs were not successful. The Board discussed trying again in the fall and using Eastern Green to do the work.

**New Business:**

None

**Fiscal 2014 Budget**

Not discussed.

**Next Meeting:**

The next BOD meeting is scheduled for September 14, 2013 at the Wentworth Hotel.

**Adjourn:**

The meeting was adjourned at approximately 11:04 A.M.

The Board went into Executive Session from 11:05 A.M. to approximately 11:30 A.M. to continue discussion on Property Management.