

**Wentworth Resort Condominium Association
Board of Directors Meeting
March 16, 2013
Wentworth Hotel**

WRCA BOD: Jack Kwesell, Mike Dinneen, Blake Smith, David Treadwell, and DD Warren
Management: Fritz Koepfel, Marcel Leveille, Irina Ilieva

Guests: Bruce Stelle

The meeting was called to order at 9:31 A.M. by Jack Kwesell, President.

Management Report:

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

The last mouse found was last Saturday; most of the traps have been removed. Many holes have been plugged to keep squirrels out; a few roofs have yet to be checked.

Financial Report:

Fritz presented the Financial Report.

There are no overdue Condominium fees; next month's bills have been sent out. Jack commented that the recently issued invoices to all owners had the due date of April 30; this due date should be the 1st of the month. We give them a 30 days grace period, after which late fees and penalties will be accessed. Irina said she would correct this in the next cycle, i.e. due date to be the 1st of the month (July 1).

Balance Sheet much the same as last year. Year-to-Date Snow Removal up \$1284 because of the amount of snow, and several roofs (scheduled for repair next Fall) would leak if snow were not removed. Chimney Repair/Cleaning was \$1450, up \$1303 over last year; \$1200 was for firebox repairs, and \$250 for camera inspection of 6B&C. Light Fixtures & Bulbs was up \$602 due to repair of a light post. Septic System Repairs were up \$1561 because of a pump replacement. The \$3917 variance on the Master Insurance Policy is due to the timing of the invoices, and will even out by year end. Bottom line: Net Income was \$44K below last year. Primary difference due to a \$19K insurance check last year, and an accelerated CAPEX program this year.

Approval of February 16, 2013 BOD Meeting Minutes:

The minutes of the February meeting were approved.

Old Business:

Management sent an e-mail to the Owner of 29A (Roth), advising them of the Board's decision at the February meeting not to allow installation of the second light fixture because of the requirement for uniform appearance.

Two additional bids were received for this year's roofing work. All bids will be evaluated.

6B/C Fox View Lane Chimneys : Jack did research on the cost of gas inserts to compare with the Heat & Glo units installed. He went to a couple of chimney places and concluded that the Heat & Glo, and the fireplace enclosures installed were on the lower cost end, and remote control is the standard today and the added cost minimal. It was determined that installation of the gas inserts is the most economical resolution for the Association, and that the Owners of 6B and 6C will be reimbursed for their costs of approximately \$3600 each. It was also agreed that the Heat & Glo, with remote control, will be the baseline for any future situation of this kind.

Smoke from 10C Georgia (Keenan) into 10B (Crane): 10C has a sealed gas unit, and 10B has recently changed from an open gas log back to wood burning. Some testing was done without repeating the problem. However, further inspection with a camera, and additional testing, will be done to determine cause and if any correction is necessary.

A survey by Vermont Mutual Insurance identified four conditions, with recommendations for correction:

- Some decks are only nailed to the ledger board, and are not attached to the footing/support columns with metal connectors. Written documentation needs to be provided once the decks are attached by either lag bolts or through bolts with nuts.
- Grills should be at least 15 feet from building, at ground level when in use.
- There were buildings that did not have gutters or roof diverters directly over stairways.
- 10 & 11 Fairview Drive have exterior rear stairs without handrails.

Conditions will be checked during the upcoming walkabout. Management will inspect and correct decks, roofs in need of gutters or diverters, and stairs needing handrails. The recommendation that grills be at least 15 feet from buildings was discussed. Fritz will talk with the Fire Chief to determine the Fire Code.

The large tree touching Building 9 Wentworth Hall Avenue has been removed.

New Business:

Kathleen Sullivan Head reported, in a letter, that the market is continuing to be more active than the last few years. Only two units are available at Wentworth, and three units are under contract.

Walkabouts will be started after next month's BOD meeting, weather permitting, and continue after Mays meeting. In order to minimize intrusion into units, Management will conduct inspections of upper 3 bedroom decks.

Next Meeting:

The next BOD meeting is scheduled for April 20, 2013 at the Wentworth Hotel, at a time to be determined.

Adjourn:

The meeting was adjourned at 10:48 AM.