

**Wentworth Resort Condominium Association
Board of Directors Meeting
March 17, 2012
Wentworth Hotel**

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

Management: Fritz Koeppel, Marcel Leveille, Irina Ilieva

Guests: John Bruni, Bruce Stelle, Kevin Walker (WW Golf Club), Dana Jones, and Bob Morin (White Mountain Oil)

Meeting was called to order at 9:30 AM with St. Patty's Day greetings to all.

Management Report:

Fritz and Marcel presented the Management Report.

Work commenced on the punch list – 4 items were completed.

Roof leaks: There was a leak at 14C Georgia Lane, near or just above a cheek wall. Management removed snow from the roof of the unit to prevent further damage and leaking inside. 180B Main Street also had a roof leak into the dining room which has since been sealed. Management has been monitoring a roof leak at 77A Wentworth into the screened porch. The porch is considered to be part of the outside of the building. After discussion, the BOD decided that painting to remedy water stains from leaks into screened porches would be covered by the Association. Unit 14C Georgia Lane also had a cheek wall leak.

12A Cottage Drive – a support beneath a door threshold is inadequate and the threshold is cracked and settling. The threshold is part of the door but the reinforcement repair should be considered part of the structure and should be covered by the Association.

5A Fairview Lane – we still do not have a resolution on exterior sliding door replacement. Management will contact owner.

Unit 5B Fairview Lane: a breaker with GFI failed. Management replaced the breaker. These kinds of GFI breakers do fail occasionally; however, they fail in the safe position.

Management broke up ice buildup behind the buildings in the flood zone as is typically done.

Snow removal from roofs was minimal due to lack of snowfall, as well as improved weather sealing on repaired roofs, precluding need to remove snow from some roofs.

When John Sevee returns, we will be discussing the amount of reserves we need. One option is to use a professional reserve planner, who will charge for services.

82A/B Wentworth Hall Avenue: Management is still monitoring the mice issue and has sealed holes. The mice appear to be gone but if not we may need a professional pest controller.

Bruce Stelle inquired about the status of the roof at building 12 Cottage Drive. The roof is being monitored because it was not installed properly during the reconstruction – we may have to re-roof.

Financial:

Irina and Fritz presented the financial report. We are in good financial shape.

We are \$29K below budget mainly because our snow removal costs were substantially lower than normal and because of the settlement check.

Fritz advised that the budget status but does not reflect a Feb invoice from Waste Management, which will be paid in March. In May Management will reforecast the budget to year end.

All owners are up to date. The third quarter bills were sent out yesterday.

Upcoming projects: Patio repair is our next major project. Management evaluated the condition of all patios and assigned a priority to each and also by building. 10 patios are recommended to be replaced this year (10A/B/C/D and 14A/B/C/D Joshua Loop Road and 8A and 8B Fox View Lane) at an estimated cost of \$16,000 (Eastern Green). The quoted price is in the standard range of \$15-\$20/sq. ft. using existing brick. Although Eastern Green's quote is reasonable, Management will obtain additional quotes.

Approval of February 18 BOD Meeting Minutes:

The Minutes of the Feb 18, 2012 BOD meeting were approved.

Meeting with White Mountain Oil:

Dana Jones and Bob Morin of White Mountain Oil and Propane joined the meeting to discuss two items: heating issues and the WRCA/WMO contract.

Heating Issues

Jack explained that we have several ongoing concerns with heating systems, especially with the inside - not shed - heating systems). Also, we would like to improve communication.

Bob explained that they are making efforts to streamline operations to eliminate multiple service visits. There is a new industry wide precedent that when a boiler is replaced that the entire system is replaced (including electronics, and zone valves). Some older boilers (ones in the units with basements - Teledyne Lars) parts are an issue since older boilers parts are not compatible with those of newer model boilers.

Zone valves do have a life expectancy and will continue to be an ongoing maintenance item.

Cleaning includes a thorough test on all electrical components as well as boiler components. This is proactive and eliminates multiple service visits. They leave a card noting the test has been completed.

They are streamlining their parts inventory/orders based on usage. For example relays for Peerless Boilers were an issue so they are stocking more parts.

Communication: they are working with their staff to notify Management of results when service has been completed.

Proposed Supply Contract Revisions

The proposed Propane Supply Agreement was discussed as a replacement to our current contract which expires in June 2013.

Pricing: Dana Jones clarified that their proposed pricing is based on a different benchmark (average landed cost in North Conway versus Selkirk) but pricing is intended to be the same as previous contract.

WMO will revise proposed contract to include WMO ownership/maintenance of the exterior lines from the tank to the building.

The BOD agreed to consult our legal counsel to consider amendment of our current contract.

Bob recommends a decrease in antifreeze level to save money.

Old Business:

Winter freeze up policy: the current policy and letter was reviewed and revised again to strengthen our recommendation regarding electric water heater shutoff via a disconnecting means versus using the circuit breaker. After extensive discussion, Fritz and Mike will revise. Management will send letter "from the BOD".

Fritz reported that they received and paid the invoice from the Red Fox Pub for the annual meeting and dinner expenses.

Fritz shared a letter from Pope Security explaining various scenarios where the alarm monitoring might not work intermittently if phone service is cable (Time Warner) and not a land line (Fair Point). If owners switch their phone service from Fair Point land line to cable/digital, there may be issues when there are power outages. This will be handled on a case by case basis. At the very least, owners will have to have to have a land line or a cable internet versus just a cell phone.

20C/D Cottage Drive insurance claim: it is still being worked on with delays. C has been settled and paid. Unit D's insurance is still claiming that Unit C's insurance should pay. Our master policy agent states that this is not the way that settlements are completed. Management will follow up.

Our septic system evaluation was done by Burr Phillips which included an invoice for up front work if we were to proceed. If we are going to proceed with his proposal/recommendations, we may need to compensate him for the \$340 for work he has completed to date. We will work out a monetary solution with him, depending on how we want to proceed.

We discussed a proactive septic system inspection and repair (baffles, etc.), continuing with Burr Phillips or another firm. We may want to use some of our budget savings to date to implement.

New Business:

Kevin Walker from the Wentworth Golf Club was in attendance to discuss a proposal for a special golf membership plan for Wentworth Condominium owners. Unit owners and any of their family members, renters, and guests would be covered – up to four people per day, with privileges similar to their unlimited membership plan at a discount. However, the fee does not include the cart. The BOD does not have any objections to this plan. Kevin will email to Management for distribution to all owners.

We discussed the cost to repair fireplace dampers, especially with units that share a common chase; the cost is by the Association.

After extensive discussion, it was agreed that roof repair is scheduled, not by how much we have left in the budget, but by our priority replacement list. We prioritize and re-roof a number of buildings a year (exclusive of emergency repairs). We need to increase our reserves for an unexpected event.

Fritz reported that as a result of the accidental freeze-up in 20C they inspected all 3 bedroom units for similar conditions (lack of storm doors). 20B Cottage has a similar arrangement. The BOD requested that Management contact the owner to remedy.

The new owners of 29A Wentworth Hall Ave would like to add an air conditioning unit with plastic external chases. The BOD does not see an issue with this and instructed management to allow them to proceed.

The BOD approved a request by the owner of 82A Wentworth Hall Ave to add an external line for cable TV in the back of the unit.

Next Meeting:

The next BOD meeting is scheduled for Tuesday April 17, 2012 at 9:30 at the Wentworth. Note that this date is mid-week.

On the agenda will be Fire Department knock boxes and CO alarms.

Adjourn:

The meeting was adjourned at 12:00 PM.