

The Wentworth Resort Condominium Association (WRCA)
Board Meeting Minutes
Saturday, March 19, 2011
The Wentworth

The meeting was called to order at 9:35 a.m. by Jack Kwesell, WRCA BOD President.

Present: Board Members: Mike Dinneen, Jack Kwesell, Blake Smith, DD Warren,
and David Treadwell.

Guests: John Bruni, Bruce Stelle

Management: Fritz Koeppel, Irina Ilieva, Marcel Leveille

Management Report

Fritz presented the Management Report. There was no activity on the punch list because Property management was busy with snow and ice removal and overseeing water heater replacements. As of the end of February 2011 there were still 148 items remaining on the punch list.

There was quite a bit of snow this past month and as a result there were numerous leaks that were repaired in units 3, 9, 13, 20 and 83. It was suggested that the affected owners should contact their insurance company to file a claim.

The roof on 17 Wentworth Hall was replaced in October 2010 and it is planned to start the roof on 14 Joshua in April. There was discussion to look at the CAPEX to see if a third building can be done this fiscal year so that we can be ready for next winter. Looking ahead, it is on the budget to paint two of the buildings this year.

There has been a water buildup on the walkway at 13A & 13B Hurlin. Management will look into a possible future fix to help the water run off during the winter season.

There were some heat alarms that went off. It was thought they might have been triggered because White Mountain Oil has been doing a number of service calls on property. Discussion ensued regarding how they schedule those calls, the procedures they follow when they are on site and reporting back to Property Management as to the work that was done. Mike will follow up with WMO regarding their service call process.

Water Heaters: Management reported that over half on the list have been replaced to date. There were 17 letters sent out in February. Approvals were received from 14 owners; they are waiting to hear from 3 others.

The matter of the window on unit 12A was discussed with owner, Bruce Stelle. Pella came in to review the situation and found the manufacturing seemed ok but there seems to be an issue with the installation. Marcel has requested an estimate from Ron Poirier to rectify the problem and it is possible that it will be fixed by May. There will be a communiqué sent back to McKay and there will be a discussion with WRCA Insurance.

Financial Report

Fritz presented the financial report.

The Accounts Receivable is now going better. One unit owner is in arrears and has been notified of interest and penalties. Our new process is now in place and will allow for stronger notification – if payment is not received after 30 days, interest and penalties will be assessed. If amounts due are not paid after 60 days from due date, a lien will be placed against the unit.

The new advance billing process seems to be working well. It was suggested by some owners that it would be advantageous to send out the advance billing thirty days instead of the fifteen days ahead. After some discussion, it was decided that future billings will go out thirty days prior to due date. Bruce Stelle suggested that direct deposit information could be made available for those owners who prefer to do automatic payments. The suggestions will be looked into for future possibilities.

The billing is now done by email. Four owners do not have email, so their bills must be sent out by USPS. Six other owners prefer to have it mailed as well. This subject will be reviewed again at the April WRCA BOD meeting.

Unit 6C Auction: Payment was received from the lawyer's office who is now handling the property. The amount covered a significant portion of the past due fees but the explanation was not clear. They will be contacted to clarify the payment of fees and find out who the future bills should be sent to.

Snow Removal: Currently, we are over budget by about \$4000 due to the heavy storms this winter – we need to be mindful of this overage.

Other budget items:

Management will request that our bank waive the \$5 fee imposed when our balance temporarily went below our required limit. Discussed implementing a \$50 fee for processing requests for real estate sales closing information.

February 19, 2011 BOD Minutes:

The minutes of the February 19, 2011 BOD meeting were approved.

Old Business

A request had been sent out to all owners to update their information on file regarding mortgage data. To date 34 owners have responded. Of those, four have mortgages and the thirty have none.

The Jackson Water Precinct is tying in two hydrants. Dave went to the JWP meeting. The new hydrants are unrelated to the WRCA property but Dave expressed to JWP that WRCA is still interested in talking with them about the water line.

In follow up to the discussion last month on toggle switches for water heaters, Management has requested another estimate from an additional source and be reviewed again at the next BOD meeting.

New Business:

Jack was approached by an owner at Jackson Falls who would like to have access to our dumpster building and is willing to pay for it. The Jackson Falls owner is only around on occasional weekends and the Transfer Station is not open when he leaves. His usage would be small and not abusive to our facility. It was discussed that, by budget, each WRCA owner pays approximately \$75 per year for the dumpster. It was determined that we could charge this person \$100 per year for use of the facility.

Next meeting

The next meeting is on April 9, 2011 at the Wentworth. Rosemary will take the minutes.

The meeting adjourned at 11:01 am.