

**Wentworth Resort Condominium Association
Board of Directors Meeting**

February 15, 2019

E.G. Chandler Office

Attending: Dan Coughlin, DD Warren, Blake Smith, John Sevee, Jack Rowe, Bob Michaud, and Property Manager, Erik Chandler were present.

Absent: Stan Weiss

Guests: John Bruni

Dan opened the meeting by thanking Stan Weiss for his years of service on The Board and wished him well with the sale of his unit.

Operation & Financials:

Winter snow and ice dam work will put the association over budget in that category by \$20,000.00 +.

Dan reviewed the newly completed two-year cash flow analysis and capital work plan through the end of 2020. He thanked Bob, John, and Erik for finalizing this.

Jack Rowe thanked John Sevee for his work in concluding the shared septic maintenance escrow agreement with The Mallett Company and J Town Deli. Written agreements are now in place and J Town is paying a monthly payment to pay off their share of the emergency septic pump station replacement.

Management Report:

BRL: Erik distributed an updated BRL list. Erik stated that the Air B&B Issues and / or rental complaints were all quiet at this time.

Dryer Vents:

The initial round of randomly selected units went well. The board approved \$5200.00 to clean the remaining dryer vents.

Adjourn: The meeting was adjourned at 11:30 AM.

**Wentworth Resort Condominium Association
Board of Directors Meeting**

April 12, 2019

E.G. Chandler Office

Attending: Dan Coughlin, DD Warren, Blake Smith, John Sevee, Jack Rowe, and Property Manager, Erik Chandler were present.

Absent: Bob Michaud

Guests: John Bruni

Operation & Financials:

Reviewed John Sevee email regarding cash flow—roof expenses over budget by \$24000, cap ex budget over by \$14,000. Capex is timing, roof repair is real. We may recover roof costs if we have no septic pump issues this year, if not we will defer 17 Wentworth roof and rot. In any case we will move the 17 Wentworth work until 2020 budget year. If we have funds in the summer we can accelerate at that time.

Receivables – one owner is now delinquent- will find out if the taxes are current and if there is a mortgage. Lien in place, suit initiated and water to be shut off this week.

Management Report:

BRL: Erik distributed an updated BRL list. John, Bob, and Erik created a two-season work plan that was approved by The Board.

Roof Leak / Ice Dam Management:

Discussed heat tape, roof raking and other remediation. Given the cost and short life of the tape, The Board decided to aggressively rake units with leak experience and reassess in the Spring of 2020.

Dryer Vents:

The initial round of randomly selected units went well. The board approved \$5200.00 to clean the remaining dryer vents.

Adjourn: The meeting was adjourned at 12:10 PM.

**Wentworth Resort Condominium Association
Board of Directors Meeting**

July 19, 2019

E.G. Chandler Office

Attending: DD Warren, Blake Smith, John Sevee, Jack Rowe, Bob Michaud, and Property Manager, Erik Chandler were present.

Absent: Dan Coughlin

Guests: John Bruni, Cheryl Pizor

Vice President Blake Smith opened the meeting in Dan Coughlin's absence. He welcomed Cheryl Pizor, resident of Building 84.

Operation & Financials:

John Sevee and Bob Michaud created their individual cash flow analysis and concluded they are both roughly the same and there will be about \$40,000.00 to \$50,000.00 left in savings in September by maintaining the current work plan. They have included the \$12,000.00 in chimney repairs that need to be done so owners can use the chimneys this coming season and a few units that have had water leaking in for many years now. Also included in the new cash flow analysis is the \$6500.00 to do the porch roofs on 7 & 13 Hurlin as it makes sense to do them while crews are there working. The other financial reports were reviewed and accepted by The Board. The cash flow analysis will be revised accordingly.

The work plan was revised as all felt we could roof Hurlin 13 now as opposed to next spring. It was decided to defer the chimney replacement at 66A and the chimney chase rebuild at 14A Joshua. These two items will be moved into next years cash flow.

Receivables – one owner is now delinquent- but their real estate taxes have been paid. There is a mortgage on their unit. We learned that the unit is listed with Lisa Brouillette of Keller Williams and the listing price is \$260,000.00. Erik will contact her and advise her of the lien. Erik was asked to get cost estimates on next legal steps and send around to the Board.

John Sevee will draft a letter to Mike Mallett and J-Town Deli advising them of the upcoming payment to the pump station and septic field escrow accounts.

Management Report:

BRL: Erik distributed an updated BRL list. Bob Michaud asked Erik to remove all items that are complete and send out a new version.

Board asked Erik to make sure the roof shingle repairs made this past winter on golf course side of 12 Cottage are secure for winter.

Erik to find out how many chimney re-linings are left to do in the complex.

The Board instructed Erik to paint all the light posts this season.

Erik will see if the annual meeting and annual dinner can be held at Red Fox Pub Saturday, December 7th.

Dryer Vents:

The initial round of randomly selected units went well. The board approved \$5200.00 to clean the remaining dryer vents. DD Warren asked for this work to proceed. Bob Michaud indicated it could be scheduled for September. Erik will do.

Other:

Parking Signs: Jack Rowe will communicate with owners in 10 & 14 Joshua and finalize potential parking sign options.

Board Vacancy:

With the vacancy due to Stan Weiss selling his unit, John Sevee motioned for Cheryl Pizor to join The Board. Jack Rowe seconded. The Board approved unanimously. Welcome to The Board of Directors Cheryl!

Adjourn: The meeting was adjourned at 11:45 AM

Next Meetings:

Friday, August 30th, 10:00 AM, (if needed)

Friday, September 27th, 10:00 AM

**Wentworth Resort Condominium Association
Board of Directors Meeting**

September 27, 2019

E.G. Chandler Office

Attending: Dan Coughlin, DD Warren, Blake Smith, John Sevee, Jack Rowe, Bob Michaud, and Property Manager, Erik Chandler were present.

Absent: Dan Coughlin

Guests: John Bruni, Cheryl Pizor

Operation & Financials:

John Sevee presented his cash flow graph and the financial statements. Erik and John presented the work plan thru 2021. All were accepted by The Board. John Sevee, Bob Michaud, and Erik Chandler presented a final draft of the new budget. John Sevee motioned for the Board to approve it. Bob Michaud seconded. The budget was approved. John completed an initial pass of a replacement cost study. His spreadsheet inventories all association owned assets, lifespan, and projects it out 20 to 50 years. He then met with Erik to finalize the plan.

Management Report:

The BRL was updated and all completed items have been removed. A new BRL was presented to the Board. Massive headway has been made on this list and all of the capital projects in the complex. Erik thanked the Board for their continued support. Roofing and Painting have been removed from the BRL and will now be tracked on the work plan.

Erik explained an issue with an Air B&B rental in 20B Cottage / Nonni that has had renters not be able to get in. They have called management and on call staff have let them in. Management has billed the owner for these service calls. Erik also explained that a camper had been parked at that unit and a letter has been sent to the owner notifying them that campers / RV's are not allowed in the complex.

Window and Door Replacement: Erik updated the Board on his ideas for standardizing new window and door requests and the possibility of forming a design review committee to handle this. He detailed his meetings with Anderson Windows, Pella Windows, Jackson Fire Chief and State of NH Fire Marshall and he attempt to get all on the same page with approved windows.

Dryer Vents:

The initial round of randomly selected units went well. The board approved \$5200.00 to clean the remaining dryer vents. Work scheduled for late fall or early winter.

Adjourn: The meeting was adjourned at 11:55 AM

**Wentworth Resort Condominium Association
Board of Directors Meeting**

November 9, 2019

E.G. Chandler Office

Attending: Dan Coughlin, DD Warren, Blake Smith, John Sevee, Jack Rowe, Bob Michaud, and Property Manager, Erik Chandler were present.

Absent:

Guests: John Bruni, Cheryl Pizor

Operation & Financials:

John Sevee presented his cash flow graph and the financial statements. Erik and John presented an updated work plan thru 2021. All were accepted by The Board. Erik stated that there were currently no collection issues.

Management Report:

Design Review Committee / Window and Door Replacement: Discussion was had regarding forming a committee at the annual meeting that would develop specs for windows / doors etc and also review / approve any exterior changes owners may want to do. Erik informed the Board that he charges a fee to the unit owner per request for other associations. The Board would take this under advisement and see how forming the committee works out.

Erik reported no new issues with Air B&B / Rentals.

Dryer Vents:

The initial round of randomly selected units went well. The board approved \$5200.00 to clean the remaining dryer vents. Work scheduled for late fall or early winter.

Adjourn: The meeting was adjourned at 11:10 AM