

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES

THURSDAY April 15, 2021 5:00 pm via zoom

All are welcome

PRESENT: Neighbors: E. Norman, R. Denver, N. Whitney, S. Thompson, C. Larkin
Board: C. Benedict, K. Kienitz, E. Miller, J. Nicholas, A. Parsons Marchant, H.
Sessa. Property Managers: M. Powers, D. Middleton Sr.

OWNER FORUM (please limit to 2 minutes each) C. Larkin provided kudos on fence repair completed yesterday and asked whether ACME will be back for more cleanup. **ACTION:** M. Powers will contact ACME. N. Whitney requested clarity about dryer vent cleaning completed 2020 and asked about possibility of charging stations for future electric cars.

SUGGESTION BOX: none received

CHANGES/ADDITIONS TO BOARD MEETING AGENDA

ADOPTION OF BOARD MEETING AGENDA. H. Sessa added Maine Property billing and division of proposed landscaping project to President's Report

APPROVAL OF THE MINUTES OF 3-11-2021: Motion to approve Minutes made by E. Miller and seconded by C. Benedict. Motion passed 6 aye.

TREASURER'S REPORT:

Current budget: During the last quarter of the current fiscal year we will switch from reporting financials on an accrual basis to a cash basis. This will be the method used going forward since it represents best practice in the management of condo associations. E. Miller and D. Middleton Sr reviewed current and anticipated expenditures through the end of this fiscal year June 30, 2021. A small negative budget is anticipated for this fiscal year due largely from paying certain expenses (eg insurance) in the current fiscal year and not pushing it to the next year. OOB is engaged in a water infrastructure project and E. Miller anticipates that there will be an additional 25% increase per year over the next three years. E. Miller repeated his gratitude for ease of transition and savings already realized by transition to PMSOM.

Annual Budget FY 2022. Reviewed. PMSOM recommends a 3% increase in HOA fees to accommodate inflation. An evaluation to assess the status of the property to avoid unexpected capital expenses is also recommended. H. Sessa extended appreciation for clarity and savings, especially in the insurance expense. **MOTION:** to approve 2022 WS Budget as presented moved by J. Nicholas and seconded by C. Benedict. Motion passed 6 aye 0 nay. **MOTION:** propose a bylaw change at May 2021 Annual Meeting to reduce owner notification of proposed Annual Budget from 90 to 30 days. Motion made by E. Miller and seconded by C. Benedict. Motion passed 6 aye.

Capital Budget. E. Miller suggested that the inclusion of a capital budget become a routine addition to our operating budget beginning this year. The focus of the 2021/ 2022 Capital Budget is a Landscaping Renovation. H. Sessa suggests a two stage approach with stage one of excavation to begin as soon as possible this fiscal year and the second phase to occur during the upcoming fiscal year beginning in July. A. Parsons Marchant expressed concern for delay in bids and having only one third of the bid in place. M. Powers recommended quality of work by Robillard's (bidder) **ACTION:** A. Parsons Marchant will ask K. Mendez from Estabrook to review and revise 2020 price estimate for plants. **Motion:** to accept Robillard bid for excavation of selected plantings - does not include mulch. Motion made by E. Miller and seconded by C. Benedict. Motion passed 6 aye. Per M. Powers, B. Robillard has committed to June 1, 2021 to complete excavation. J. Nicholas requests a cost plus inclusion in the contract of @150\$/hour. J. Nicholas suggests plan for watering. Intent for planting summer 2021 discussed.

PRESIDENT'S REPORT - 1. Opening on the Board: anyone interested is invited to submit their interest. 2. Speed bumps: **ACTION:** M. Powers will arrange for speed bump installation. 3. Receipt of bills without itemization for work at their request received from Maine Properties by owners. 4. Request for installation of gutter on building G: two inquiries to requestor for further info have gone without reply.

COMMITTEE REPORTS

1) COMMUNICATION

- i) Resident Relations - Board oversight of maintenance tasks will be transferred to PMSOM shortly. Kudos to C. Benedict for maintaining this log to date. Outstanding maintenance needs were reviewed.
(1) ACTION: M. Powers will look at hard wired central hallway smoke detectors and review question of sill issue at #26 on April 29.

(2) **ACTION:** J. Nicholas will close the Clubhouse mail slot.

(3) **ACTION FOR MAY 13 MEETING:** for agenda: Clearing out of Clubhouse office. Blower for cleaning tennis court: (J. Nicholas has an electric blower that might be piloted for summer 2021. Electrician needs to evaluate whether power outlets at the pool could be tapped for power to the tennis court/shed.) Winter Watch. Shoveling of upper decks. Social Gatherings - an end of Pandemic Party was proposed. J. Nicholas suggested clubhouse is not conducive for gatherings and that walls could be relocated for better use of space.

b) Website **MOTION:** to accept revised content to be added to WS Website: Tennis Court Rules, Winter Parking, Map to accompany Winter Parking and Trash/Recycling Rules was made by E. Miller and seconded by K. Kienitz. Motion passed 6 aye. **ACTION:** request Lewiston Sun article on status of Maine recycling submitted by K. Kienitz be posted on website.

2) **GROUND AND GARDENS** - Landscaping Plan extensively discussed under President's Report/Treasurer's Report. New momentum resulting from transition to PMSOM requires outreach to neighbors to ensure clarity of communication. **ACTION:** Workshop meeting of Board Thursday April 22, 2021 5-6 pm

3) **CONTRACT REVIEW** - savings achieved through new contracts for Insurance coverage and Pool presented in Treasurer's Report.

OTHER BUSINESS/ANNOUNCEMENTS - M. Powers expressed appreciation for all assistance in the transition and is grateful to Ruth Bruns of Maine Properties for a smooth transition.

Alteration request for #6. Approved. **ACTION:** M. Powers will alert #6 to approval

Dumpster: calls and emails to Board have been without precedent in recent use of dumpster for disposal of renovation materials (carpeting). **ACTION:** As agreed to with the owner in question, additional tipping charges will be levied to the owner if applied.

ADJOURN: the meeting adjourned at 7:15 pm.

NEXT MEETING OF WHISPERING SANDS BOARD:

WORKSHOP MEETING: Landscape Renovation Thursday April 22 5:00-6:00 pm

REGULAR BOARD MEETING: MAY 13, 2021 5:00 pm

ANNUAL ASSOCIATION MEETING: MAY 29 2021

Respectfully submitted,
Anne Parsons Marchant, Board Secretary