

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
THURSDAY July 15, 2021 5:00 pm via zoom

All are welcome

PRESENT: Neighbors: S. Thompson, C. Holt, C. Larkin, R. Denver. MJ Stratton. D. Chandler Smith. Board: C. Benedict, K. Kienitz, E. Miller, A. Parsons Marchant, H. Sessa. Property Manager: M. Powers, D. Middleton Sr.

OWNER FORUM (please limit to 2 minutes each). C. Holt queried whether offers received in the mail for solar shares are an option for neighbors. Neighbors can choose to sign up and support solar energy. C. Larkin reports table fan in fitness room is broken. Clearing small amounts of debris resulting from landscaping from walkways is requested. **ACTION:** A. Parsons Marchant will investigate fan. MJ Stratton asked about missing rose and raised crack in blacktop. **ACTION:** H. Sessa will discuss crack with M. Powers.

SUGGESTION BOX: no suggestions received via www.whisperingsands.org suggestion box which sends email directly to all Board members.

CHANGES/ADDITIONS TO BOARD MEETING AGENDA

MOTION: to give E. Miller and H. Sessa the authorization to negotiate with gas companies for replacement of tanks and price of fuel service.

MOTION: to start the search and bid process for snow removal and grounds maintenance (lawn cutting, edging, plant trimming and mulching) as needed

ACTION: Fitness Room - found in disarray as were the bathrooms: food left behind, weights everywhere, dirty handprints on wall. **ACTION:** M. Powers will send an email blast to all neighbors

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING: Motion for approval made by E. Miller and seconded by C. Benedict. Motion approved with 6 aye.

TREASURER'S REPORT - The End of Fiscal Year report is now available and will be shared with all owners later this summer. At the Annual Meeting a preliminary

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review had suggested a deficit of 11K as a result of paying a number of expenses in fy2021 rather than fy2022. Given a prepayment for the landscaping project, the actual End of Fiscal Year indicates a surplus of \$3600. Financial status is considered very positive.

PRESIDENT'S REPORT

- Kudos to all who are watering the newly planted landscaping.
- Trees: we have lost the services of arborist Bill Smith. PMSOM typically uses Lukas or Jackson Tree
- Roofs: a quote for moss removal has been received and is unclear. **ACTION:** M. Powers will seek clarity for moss removal. Pine needles are a perennial problem. Neighbors who can access and clear gutters on their second floor decks can substantially help neighbors below them. **ACTION:** H. Sessa will follow up with M. Powers
- Height of step into center entrances. No longer meets code. Also, there are some paver issues on walkways in front of #9 and in some other areas. Described by E. Miller as resulting from tunnelling by chipmunks. **ACTION:** M. Powers will get an estimate to address drainage/paver issues prior to winter with landscape contractor Brian Robillard. In addition, M. Powers will consult with Brian Robillard about raising grade to reduce step up into center entrances.
- Buildium Resident Center (the software used by PMSOM) may not be operational on the app due to large file sizes. The link to access is: pmsm.managebuilding.com
- Lighting sensors across the property. Evaluating sensors and calibrating them is required. E. Miller reported the pool motion detector triggering the is functioning. **ACTION:** M. Powers will assess
- Master Key: **ACTION:** M. Powers will alert neighbors that Board members will be coming by each unit to assess whether the Master Key is functioning in their unit lock. A key will be inserted in the lock to assess and there will be no entry into units.
- Certify and Record WSCA Lease Amendment. The amendment has never been registered. **ACTION:** K. Kienitz will investigate.

COMMITTEE REPORTS

1) COMMUNICATION

i) Resident Relations - Cindy Benedict.

- A Board workshop to address a reservation policy, vehicle rules, rekeying, possibly propane contract, reuse of shingles and certification of tenant leasing will be scheduled. **ACTION:** M. Powers will forward samples of similar reservation policies in use at other Condo Associations they manage to Board prior to July 21 workshop meeting.
- A question was raised as to whether a buyer is alerted to status of hot water replacement. The association cannot be involved in property transitions.
- **MOTION:** by H. Sessa to remove of Covid 19 signage in the clubhouse, pool area and across the property as compliant with Maine State Guidelines. Second: E. Miller. Motion passed 6 aye.

2) **GROUNDS AND GARDENS** - An update was provided as to the second phase of planting which is scheduled to be completed next week. All are welcome to join the Grounds and Gardens subcommittee in a walk around on Friday July 16, 2021 starting in front of Building E

3) **CONTRACT REVIEW** - A significant number of pool tiles having fallen off only 3-4 years after replacement. **ACTION:** M. Powers will telephone Christman Pool who did the replacement of pool tiles to explore replacement of tiles without charge to the Association. **ACTION:** D. Chandler Smith will investigate invoices/records for pool renovation

FOLLOWUP ITEMS FROM PREVIOUS MEETING

OTHER BUSINESS/ANNOUNCEMENTS

- Executive session will immediately follow the meeting to discuss HOA delinquencies
- Retention of weathered shingles during replacement of windows, with any additional required using weathered shingles from the rear of the pool fence (with replacement of those removed from pool area with new shingles which may be white cedar) in an effort to promote consistent appearance. The likelihood of damage in the process of removal was discussed. This discussion will be added to the upcoming Workshop.

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- C. Benedict raised concern for need to evaluate bottom layer of shingles on the side of the clubhouse near the bulkhead. Also, there appears to be a dislodged cover to an electrical box near the clubhouse. An additional gap in the shingles on the pool fence near one of the previously identified areas has been noted. **ACTION:** Investigate status of repair of three pool fence gaps.
- E. Miller reported Champagne Energy has provided a contract proposal and Irving has provided a more advantageous contract. **MOTION:** to give E. Miller and H. Sessa the authorization to negotiate with gas companies for replacement of tanks and price of fuel service. Motion made by H. Sessa and seconded by C. Benedict. Motion passed with 5 aye.
- **MOTION:** to start the search and bid process for snow removal and grounds maintenance (lawn cutting, edging, plant trimming and mulching) as needed. Motion made by H. Sessa and seconded by C. Benedict. Five aye, 0 nay, 0 abstention. **ACTION:** M. Powers will solicit bids

ADJOURN: The meeting adjourned at 6:27 pm and the Board entered Executive Session at that time. The Board exited Executive Session at 6:38 pm.

NEXT MEETING OF WHISPERING SANDS BOARD:

August 26, 2021 at 5:00 pm via zoom

October 7, 2021 at 5:00 pm via zoom

Respectfully submitted,

Anne Parsons Marchant
Secretary