

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
THURSDAY December 2, 2021 5:00 pm via zoom

All are welcome

PRESENT: Neighbors: K. Bujold, R. Denver, C. Holt, N. Whitney. C. Larkin, D. Berkson, R. Berkson, G. Larkin, Board: K. McDonough, C. Benedict, K. Kienitz, E. Miller, J. Nicholas, A. Parsons Marchant, H. Sessa. Property Manager: D. Engelhardt, Plowing contractor guest: Nate Mosher

Meeting opened with guest plow/landscaping contractor Nate Mosher. When snow is anticipated, Nate requests cars remain in their assigned spot for the first pass. The exception is if your car is the only one parked in the area. If you are the only one or if there are only one or two cars near you, grouping cars would be very helpful. **ACTION:** Dan will forward contact list to Nate so he can contact owners whose cars are presenting a problem. Nathan2005_1@hotmail.com. **Long term parking:** Nate requests long term parking in the turn around in front of building A. Nate will mark a designated area with spray paint. Many thanks to Nate for all his efforts. A similar meeting will be held with Nate prior to Nate's assuming landscaping tasks in the Spring.

INTRODUCTION: Dan Engelhardt was introduced as the new property manager serving Whispering Sands for PMSOM. Many thanks to our prior property manager, Michelle Powers for all her service.

OWNER FORUM: K. Bujold will add email contact for both Dan Engelhardt and Nate Mosher to the website. Many thanks to Kris for ongoing efforts as website volunteer. Berksons reports mice in their unit.(see below). G. Larkin reports street light out on the turn to the back before the guardrail **ACTION:** Dan will check. G. Larkin concerned for tree in front of building B. A reminder was provided that there is no longer a requirement for Winter Watch. N. Whitney is curious about gas cards (.25 cents off a gallon for 40 fill ups at Irving stations). **ACTION:** E. Miller is forwarding Irving info to D. Engelhardt for distribution to all neighbors.

SUGGESTION BOX: none received

CHANGES/ADDITIONS TO BOARD MEETING AGENDA

ADOPTION OF BOARD MEETING AGENDA: 1) Chimney inspections to President's report and 2) Approval of space reservation form

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING: Motion to accept made by E. Miller and seconded by K. Kienitz. APPROVED: 7 aye

TREASURER'S REPORT: Kudos were extended for the expertise of E. Miller. Reserves have not been touched for expenditures. E. Miller completed a budget vs actual expenditures at the end of November 2021 and reports income is on target. One deficit for pool expenses noted and considered a minor adjustment. E. Miller extended thanks to Dan for implementing new billing procedure.

PRESIDENT'S REPORT:

1. No further delays in receipt of condo fees following fee increase effective July 2021.
2. Replacement of exterior doors will be moved to a workshop. **ACTION:** Dan will research practice in other Associations.
3. Reserve Study Report: The Board is actively engaged in creating a Reserve Study with PMSOM. This study is essentially a document that will detail life expectancy of holdings of the Association and estimate replacement costs. This planning will allow for long term planning and will occur concurrently with Budget Planning for next year. Plan: Present Reserve Study for all neighbors in March, approve Reserve Study in April, present budget for approval at May Annual Meeting of the Association.
4. Tree Work: Four bids have been received for tree work. **MOTION:** to accept estimate from Colonial Tree made by K. McDonough and seconded by C. Benedict.
5. Fireplace Inspection: **ACTION:** Need to clarify rules of the Association and to get guidance from fire department. **ACTION:** move to Workshop discussion

COMMITTEE REPORTS

1) COMMUNICATION

- a. Resident Relations - Cindy Benedict. Insurance carrier's recommendations for What Not to Flush will be added to website.

MAINTENANCE REVIEW: C. Benedict and D. Engelhardt have been working on the maintenance to do list. Keep addition of numbers to rear of units on the ToDo List. J. Nicholas has found some more affordable numbers.

ACTION: Ask N. Mosher if he is able to shovel upper decks for a fee. G. Larkin (unit 8) and Dave Nappi are also available for this service for a fee

- a - 2400\$ will be expended to replace outdated smoke/carbon monoxide detectors in common areas
- b. Volunteers are sought for this winter to go through Association historical documents.
- c. Clubhouse window in fitness room is closed and locked and cannot be used as 800\$ replacement fee is thought excessive. **ACTION:** any owner who replaces a window is asked to retain the window so the mechanism can be recycled in the clubhouse.
- d. Repair to #14 - dry after rain of last night. J. Nicholas suggests evaluation in a wind driven storm.
- e. Clubhouse and pool electrical issues: Wheeler electric has estimated >5K for clubhouse box replacement. **ACTION:** going out to bid
- f. Clubhouse basement: drain on the sidewalk is clogged and will be addressed
- g. Pool tiles: **ACTION:** Dan will phone for estimates for pool lights and for tile replacement.
- h. Light sensors: Dan has checked some. Dan has not evaluated inside lighting or center entry exterior lighting.
- i. Repair of rot on pool fence - scheduled with D. Nappi
- j. Clubhouse skirt board, sidewalk repair to #17 and to roadway in front of clubhouse as well as entry curbing - all on hold until Spring 2022.
- k. Gutter cleaning - pending attention by ACME
- l. Flood zone - no governmental updates
- m. Utility closet in E: beep coming from closet. **ACTION:** D. Engelhardt will investigate.
- n. Mice: D. Engelhardt recommends Ehrlich in Biddeford who offers a free evaluation and treatment. **ACTION:** D. Engelhardt will follow up with Ehrlich and will request detailed description of "treatment": especially specific details r/t pesticides.

2) *GROUNDS AND GARDENS* - H. Sessa discussed a weed/fertilizer option for spring. **ACTION:** H. Sessa will contact B. Robillard for recommendations.

FOLLOWUP ITEMS FROM PREVIOUS MEETING: Status of legal proceedings for chronic delinquency of fees. Moved to Executive Session.

OTHER BUSINESS/ANNOUNCEMENTS

ADJOURN: Motion to adjourn made at 6:56pm by H. Sessa. Second: A. Parsons Marchant The Board moved into Executive session at 6:57 and came out of Executive Session at 7:13 pm.

NEXT MEETING OF WHISPERING SANDS BOARD:
January 13, 2022 Thursday 5:00 pm

Respectfully submitted,
Anne Parsons Marchant
Secretary