

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
THURSDAY APRIL 7, 2022 5:00 pm via zoom

All are welcome

PRESENT: Neighbors: D. and B. Gingras, K. Bujold, C. Larkin, P. Russell, R. Denver, C. Holt, Dayle Watts, S. Thompson, Board: C. Benedict, K. Kienitz, E. Miller, J. Nicholas, A. Parsons Marchant, H. Sessa. K. McDonough. Property Manager: D. Engelhardt

OWNER FORUM (please limit to 2 minutes each). C. Holt concerned for tree debris on sidewalks. **ACTION:** D. Engelhardt will evaluate. Spring cleanup is pending. C. Larkin reports tree company did not clean up following recent tree removal. **ACTION:** D. Engelhardt will contact tree contractor and request clean up. R. Denver: asks if owner forum remarks might be moved to the end of the meeting. H. Sessa reports owners have requested forum at beginning. D. Watts was welcomed as a new owner of #14.

SUGGESTION BOX: one suggestion received from C. Holt r/t sidewalk debris.

CHANGES/ADDITIONS TO BOARD MEETING AGENDA

ADOPTION OF BOARD MEETING AGENDA: Note errata on agenda: April 28 is a Board Workshop to work on the Budget. Addition: disposition of Association archives in the Clubhouse Office

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING: Motion made to approve by E. Miller and second by C. Benedict. Motion approved 7 aye.

TREASURER'S REPORT: E. Miller provided update on transition of budget process from an accrual basis to a cash basis. As part of this transition, E. Miller will provide future reports from the perspective of the end of a given month to enhance clarity as to financial standing after bills are paid. 2023 draft budget is underway and 2022 inflation is creating challenge. An End of Fiscal Year projection as we approach the final quarter: savings from snow removal etc are anticipated at about 9K. Deficits from pool expenses, clubhouse electrical project, clubhouse flooding project, fire hydrant issue in the back are anticipated at about

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2K. There may also be savings from Insurance. However, unanticipated expenses of tree trimming and clubhouse needs that represent safety issues for our Association are anticipated as additional deficits.

PRESIDENT'S REPORT

1. Dave Nappi available to powerwash /seal decks. Contact info on WS website.
2. The Board has determined that exterior doors that serve four interior units are an Association expense. Interior entry doors are the responsibility of unit owners.
3. A Reserve Study completed by PMSOM will be presented to all neighbors at a special meeting April 28, 2022 at 7:00 pm. All neighbors are strongly encouraged to attend because the Study defines anticipated life expectancy of Association holdings and outlines a Plan to ensure funding for future expenses.
4. A homeowner insurance seminar will be presented by Lukas Sevigny from Sevigny Lyons insurance for all neighbors to clarify what are owner responsibilities and what are Association responsibilities and how owner policies can best complement Association policy. ACTION: PMSOM is asked to record the May 2, 2022 meeting for posting on the Whispering Sands website (www.whisperingsands.org)
5. Feeding of wildlife. Please do not feed any animals. Complaints have been received as feeding is going on and may facilitate access of buildings by wildlife.
6. A smoking complaint has been received and a response is in process.
7. The Annual Meeting is to be held via zoom on Saturday May 28, 2022
8. A social gathering is planned for Saturday or Sunday afternoon of Memorial day weekend. Volunteers are sought to host an in person gathering at the Pool.
9. Two Board openings are available and candidates will be elected at the Annual Meeting on May 28, 2022. Please consider becoming a candidate for a three year term on the Board. See any Board member for more information.

PROPERTY MANAGER REPORT

D. Engelhardt reports T.C. Hafford will begin Clubhouse work on April 10

N. Mosher will begin spring cleanup in mid April.

Pool Maintenance is required and a meeting is scheduled for tile replacement, light repair, etc.

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Temporary fence repairs are completed around the pool following identification of substantial rot and need for replacement of 36 year old fence.

Contracts for services have been reviewed and a meeting is scheduled with Cunningham Security for an estimate for fire and alarm security services.

Pothole repairs in the roadways are planned

Sewer pump (next to 42) evaluation is completed.

Mice troubling several units resulted in filling of any identified entry holes by PMSOM. **ACTION: All neighbors:** Please contact D.Engelhardt with updates as to status of mice in your unit.

COMMITTEE REPORTS

1) COMMUNICATION

- a. Resident Relations - Cindy Benedict. * A thorough review of Association Rules and Regulations is underway with goal of updating rules and having all rules in one place on the website. All neighbors are encouraged to review existing Rules on the website and to anticipate revisions coming soon. *Please consider adopting a landscaped area for weeding. Special thanks to All who volunteered with watering last year! Now weeding is required! *Boxes containing 36 years of condominium documents are housed in the Clubhouse office. Volunteers are sought to examine this Archive beginning with year 2021 - please contact C. Benedict to help. D. Engelhardt suggests that the majority of documents will be able to be discarded. The Reserve Study will perhaps make the archives redundant.
- b. Website - Kris: please send upcoming owner meeting info for addition to website. There are some delays in opening windows on the website. K. Bujold recommends opening in a new window and will further evaluate.

- 2) GROUNDS AND GARDENS - H. Sessa recommends use of PREEN for weed control. A. Parsons Marchant requests further examination of use of pesticides on our property. **ACTION:** Volunteers are sought to investigate this issue * D. Engelhardt reports a number of Associations are using automatic thermostats and that day/night auto changes in common areas may not be cost effective. Clubhouse energy expenditures are high and locked thermostat is presently set at 62 degrees. Electrical bills are running very high generally.

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- 3) MAINTENANCE REVIEW - question was raised about replacement of hardwired smoke detectors. Interior units are standard units and are responsibility of the owner. Fire Department says do NOT replace with "battery only" units. **ACTION:** D. Engelhardt will pursue on April 13 with Fire Security contractor. Common area detectors need to be evaluated.
- 4) CONTRACT REVIEW: We are in the second year of our snow/landscaping contract.

FOLLOWUP ITEMS FROM PREVIOUS MEETING

OTHER BUSINESS/ANNOUNCEMENTS

The Board will move into Executive Session at adjournment.

ADJOURN: Motion to adjourn was made by C. Benedict and seconded by E. Miller. Meeting adjourned at 6:05. Board entered Executive Session at 6:05 and exited Executive Session at 6:27pm.

NEXT MEETING OF WHISPERING SANDS BOARD:

Budget Workshop meeting Board Only: April 28 at 5:00 pm

Regular meeting: May 5, 2022 5:00 pm via zoom

UPCOMING OWNER MEETINGS:

Reserve Study Meeting: April 28, 2022 at 7:00 pm

Owner Homeowner Insurance Seminar: May 2, 2022 7:00 pm

Respectfully submitted,
Anne Parsons Marchant, Secretary