

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MEETING AGENDA
THURSDAY JUNE 30th 5:00 PM via zoom
All are welcome

CALL TO ORDER

Meeting was called to order at 5:02

ATTENDEES

BOD: C. Benedict, H. Sessa, E. Miller, J. Nicholas, K. McDonough, S. Thompson, and G. Leach

Property Manager: D. Engelhardt

Neighbors: C. Larkin, A. Parsons-Marchant and R. Denver

OWNER FORUM

C. Larkin #8 raised concern about maintenance along entrance to property and buildup of pine needles, leaves, etc. that need to be cleaned up. Issue will be raised with property maintenance group.

E. Miller #20 asked for approval to add additional hydrangeas. Approval was given.

CHANGES/ADDITIONS/ADOPTION OF BOARD MEETING AGENDA

Discuss incident of outside person using hose at clubhouse

SUGGESTION BOX

No new suggestions to review

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

May 5, 2022 meeting minutes were reviewed, motion to approve as written by H. Sessa, seconded by E. Miller. The motion was approved unanimously.

May 28, 2022 meeting minutes were reviewed, motion to approve as written by H. Sessa, seconded by E. Miller. The motion was approved unanimously.

TREASURER'S REPORT

Ed reviewed and discussed the Balance Sheet and the Budget vs. Actual reports.

It was reported that we had projected to be on budget for the year and were tracking to being on target. Unfortunately, due to an emergency roof repair in June we ended the year with a deficit of (\$11,666.38).

PRESIDENT'S REPORT

Building H roof repair - the leaks and damage were far more significant than had been assumed. The work done was completed at a cost of \$11,000. A motion was made to ratify the repair and expense decision by E. Miller, seconded by S. Thompson and approved unanimously.

Carpenter Bee's continuing to be a problem. Initial work was done to seal the areas they had impacted and now they seem to have moved to other buildings and areas. Dan continues to work thru solutions and has purchased traps designed to capture them.

The issue of common area closets was discussed. The closets need to remain unlocked and free of any storage. Board members living in these buildings will take the lead on reviewing status and managing cleanout as necessary.

The service contractor providing cleaning to common areas and the clubhouse will need to stop service for an indefinite period. Dan will be speaking with them regarding a recommendation they have of someone who may be able to step in and carry the work forward.

It was noted that individuals may have received a notice from Irving on propane rate lock. The Association will be receiving a rate proposal from Irving based on the entire property which will be reviewed upon receipt.

A huge Thank You to Bea & Greg Mrowka #25 for all the work they put into cleaning and organizing the Clubhouse Library. Awesome job!!

Note: Other details from the Presidents Report are detailed in the Maintenance Review section

PROPERTY MANAGER REPORT

It has been identified there is a small pool crack. Dan is working to get information on options and quotes from the Pool Company to repair.

Dan will be doing a property walk-thru with some of BOD members and any neighbors who are interested in participating. The walk-thru is scheduled for July 15th at 9:30am.

Note: Other details from the Property Managers Report are detailed in the Maintenance Review section

COMMITTEE REPORTS

1) COMMUNICATION

*Resident Relations - Sheila Hardy #36 has volunteered to plan a Summer Gathering. Anyone interested in helping Sheila should contact her directly.

2) GROUNDS AND GARDENS (reported by A. Parsons-Marchant)

*Anne reported that last year's new plantings seem to have survived nicely. The only section that did not survive was near Bldg. A.

Weed prevention as recommended by Brian Robillard was reviewed from his May 16th email.

*Anne continues to follow-up with Brian on missing plants from the original installation work.

*A final list of acceptable perennials is in process and will be reviewed/approved going forward.

*Anne thanked ALL the neighbors who have assisted in the maintenance of flower beds/watering/etc.

3) MAINTENANCE REVIEW:

*Clubhouse Deck Repair review and action - three bids were received and ranged from \$8,300 to \$8,600. The bid from PSOM was accepted and approved through an initial BOD vote via email and ratified through a motion made by E. Miller and seconded by H. Sessa. Passed unanimously. Work will begin within 3 to 4 weeks. It was noted that this will cause disruption in the mailbox area so please be patient as PSOM will work to continue to allow access.

*Sprinkler review and action - it was identified during an inspection that there were leaks in the sprinkler system in two buildings. Repair costs will be in the \$3,200 range and the work is currently being scheduled with the vendor.

*Carpenter Ants (raised by K. Bujold at Annual Meeting) - Dan has reached out to Sterling Pest to get further information from them and to investigate pricing to have a pest control agreement.

*D. Engelhardt asked to assess status of chimney entering units 33 and 32 (raised by S. Thompson at Annual Meeting) - Dan indicated that the review of units with chimneys had been completed and at this time no further action is required.

*Gutter Cleaning update in advance of Fall - a bid was received from Nate to include this in his agreement for grounds. The BOD discussed his proposed option, and a motion was made to accept his doing two cleanings (one this summer and a second in November timeframe) at a cost of \$2,600. Motion made by S. Thompson and seconded by K. McDonough. The motion was passed unanimously.

*Clubhouse basement update - it was reported by D. Engelhardt that the basement has improved significantly with the work done. H. Sessa noted that the flow of water coming out has slowed up as well. The necessary electrical work is on hold until further progress is made in the drying up of moisture. We will continue to monitor moisture and review any additional steps needed to fully resolve the issue. In addition, it was noted that annual cleaning of water track coming out of clubhouse is needed.

*Clubhouse burner & propane changeover - D. Engelhardt will be following up with Irving to get further information in regarding the potential burner changeover and propane tank requirement. It was also noted that the burner should also be scheduled for a cleaning in the Fall.

*Roof moss inspection - on Friday July 22nd at 4pm, E. Miller, D. Engelhardt and Steve Mendes will conduct a walk-thru and inspection of the work done to date. BOD members and neighbors are invited to participate.

*Update on Temp Alarm upgrade - Dan indicated the work has been done. The alarm company will return July 13 to check on working status in 2 units. Dan will reach out to owners regarding access.

OLD BUSINESS/OTHER BUSINESS/ANNOUNCEMENTS

*Super kudos for K. Kientz replacement of pool tiles saving \$3100 estimated by pool company.

*H. Sessa will continue to monitor and work on getting resolution around the Flood Plain concern.

*Line of Credit review and action -the need for a locked in line of credit was discussed and based on our current financial position the BOD determined it was not necessary and will be canceling the agreement.

*Master Key Update on compliance - work will continue to have all units tied into the master key program as soon as possible.

*Current non-compliance process and fine level review - K. McDonough, S. Thompson and E. Miller will work on redesigning the fine structure based on our Rules & Regulations. Dan shared what his experience has been with other properties he has managed.

*The September tentative BOD Meeting has been moved to September 15th, 2022.

ADJOURN

*The meeting was adjourned at 6:39pm.

NEXT MEETING OF WHISPERING SANDS BOARD: July 28th at 5PM

Respectfully submitted,
Gary Leach, Secretary

