

WEA Annual Meeting Minutes

January 28, 2007

Board Attendees:

Ann Verow, Denis Cahill, Anne Formalarie, George Humphrey, Tom Ford, Bob Lagasse, Samantha Ciaston, Paul Axelrod, Arlene Simon

WEA Staff: Corey Smith, Alyson Vassil, Judy Kinney, Megan Francis

Owners: 77 members attended

Opening Remarks – Ann Verow

1. Ann explained the Board of Directors election process and that a committee has been formed to assess gaps and improve the process. She noted that we had 5 candidates for 3 openings.
2. She made observations about progress since the last annual meeting.
3. Ann introduced the Board members. Bob Lagasse is the newest Board member. Ann thanked Mike Baumann for his many contributions and explained that he will continue to play a role in WEA as our webmaster and the Chair of the Building Committee.
4. Attendees received a packet with the Budget Summary, Tree Policy Recommendation, Village District Summary, Treasurer's Report, and a letter from our attorney explaining litigation.

Village District Manager's Report – Corey Smith

1. Corey explained how the Village District and WEA are related. In his explanation, he described how we are saving money on our insurance and how we've been able to offer better benefits for our employees.
2. Corey has been with WEA for over 13 years and noted how well we're doing financially. It hasn't always been that way.
3. The water system is always an important topic at the annual meeting. Corey shared details of this past year's improvements and the plans for the future.
4. For more information, refer to your meeting packet or request a copy from the Front Desk.
5. Sue Brennan asked about the water report, so Corey explained how WEA files the report and that it is available from a state web site.

Year in Review

1. **Improvements and Accomplishments - Anne Formalarie**
 - a. Anne showed a presentation with pictures of the major improvements and a sampling of events held at the Village Center. Examples included the new pool decks, parking lot, and road improvements.
2. **Treasurer's Report - Samantha Ciaston**
 - a. Operating Account Balance: \$23,268
 - b. CIF Regular and CD Account Total: \$321,804
3. **Dues and Collections - Judy Kinney**

- a. Current Dues Outstanding: \$7,601
 - b. Delinquent Dues Outstanding: \$97,776
 - c. CIF Collected: \$121,000
 - d. WEA has gotten 'tough' on collections of monies owed. Our consistent policies and pursuit of payments due are working. In some cases, delinquent owners cause us to take legal action.
4. **2006 Budget Summary - George Humphrey**
- a. George used a slide to explain the difference in how Waterville Estates operates from before July 2006 and after. The Board and the Village District realize that it can be confusing, so we encourage owners to ask questions about the responsibility for the water, roads, facilities and recreation.
 - b. Due to lack of snow, we didn't open the ski area in 2006 and will not open in 2007. The building has been winterized. The BOD continues to preserve this asset and look for fiscally responsible ways to use it.
5. **Pass Policy Review - George Humphrey**
- a. The BOD decided to revise the Pass Policy to more evenly distribute the cost for usage of our facilities. Paul Axelrod explained that the Pass Policy is derived from our definition of Owner. Our overarching objective was to base the pass policy on payment for equitable use. George stated that the BOD spent countless hours trying to come up with a fair fee structure.
 - b. The BOD expected that there would be situations that we didn't consider for owners and their families. Since the new Pass Policy went into effect, we have received fewer than 15 concerns from owners. Some were easily remedied through suggestions to use combinations of picture and non-picture passes. Others are more complicated.
 - c. The BOD welcomes input and will assess the effects of the Pass Policy after it has been in place for a year.
 - d. Andrea Horigan read a letter which outlines their concerns. The letter is attached to the minutes.
 - e. Jen Powers also explained how the new policy affects her family. The BOD recognizes that we should consider extended families.
 - f. Lynne Chamallas, who rents occasionally, explained the financial impact to her.
 - g. David Bennett asked that the BOD do more to keep owners informed of changes.
 - h. The BOD encouraged members to attend the monthly BOD meetings and submit any topics for the agenda at least 10 days in advance. The BOD requests this notice so that we can be prepared and create a slot on the agenda.
6. James Everett asked about the WEA debt. George explained how the Village District holds the debt and that the CIF is controlled by WEA.

Committee Reports

1. Building Committee - Mike Baumann

- a. Mike Baumann, Tom Ford, and Scott MacDonald are on the committee. Its goals are to increase property values and maintain the look and feel of our environment.

- b. There were 34 new building applications in 2006. Of that, 16 were for new construction. Two applications were not approved. One included a home that was less than 600 square feet, which is too small. Another was declined because it was essentially a double-wide trailer.
 - c. Mike noted that our RECs require that propane and oil tanks be out of sight from the road. Mr. Mosher asked for clarification. There are various ways to safely camouflage them.
- 2. Tree Committee - Tom Ford**
- a. The committee was formed as a result of a motion passed a previous annual meeting to look into the tree cutting policy. The Tree Committee included Tom Ford, Rick Formalarie, Mike Hering, and Denis Cahill. The fundamental intent of the policy is to prohibit clear cutting.
 - b. Tom shared a diagram, which is included in the packet. The highlights are that there is a 15 foot buffer around each lot, the wooded area of the lot must be at least 25-30% of the area, and there is a 30 foot zone around the home where no permit is required.
 - c. Ralph Wilbur, David Bennett, Mr. Mosher, James Everett, Tom Cooper, and Stan Duda asked clarifying questions. The final policy, including an appeals process, will be posted at the WEA web site. The Building Committee is responsible for enforcement.
 - d. Cluster lots are evaluated on a case-by-case basis. Owners in clusters share their plans with the cluster association and the WEA building committee.
 - e. Paul explained that we need to amend the RECs in order to implement any new policy.

Looking Ahead

- 1. Member Service - Alyson Vassil**
- a. Staff members will be wearing WEA vests or polo shirts.
 - b. We have contracted with a local cleaning company on weekly schedule to augment what our part-time cleaning staff does.
 - c. Alyson has tracked the events, costs, and revenue over the past year. She noted that unfortunately, we experienced a lot of bad weather, especially on weekends. This had an impact on costs and revenue.
 - d. The family-oriented events were very well attended. Pictures are available at the web site.
 - e. With the input from the BOD, Alyson created a black-out schedule when certain events, such as weddings, can't be booked. There has been debate over whether or not to have private functions. The BOD and staff put the members first.
 - f. Denis Cahill is organizing a Community Cleanup Day in the late spring. More details will follow.
 - g. Alyson reminded owners to sign up for the newsletter at our web site.
 - h. Paul Axelrod repaired the sound system in the lounge which saved WEA a lot of money.
 - i. Alyson briefly mentioned a potential remodeling project in the library and front desk area. Pat Learned noted concerns about staffing the area during busy times.
- 2. 2007 Budget Presentation - George Humphrey**

- a. George highlighted items on the handout and that we have a budget shortfall of \$7,374.
 - b. Harry Learned asked if the ski area allocation is sufficient. George explained the rationale and that we continue to maintain the assets.
 - c. We increased the budget for legal fees, after evaluating our expenditures in 2006.
 - d. Refer to the packet for more information.
- 3. June 2007 Dues - Arlene Simon**
- a. Arlene explained why the BOD is asking for the membership's approval of a \$25 dues increase. Costs continue to rise which must be covered by dues. There are restrictions on how we can use CIF and tax monies. The last dues increase was in 2003.
 - b. Owners will receive a mailing with a ballot for this question, along with a REC change. The BOD recommends the increase to cover the budget shortfall.
- 4. CIF Investment in our Community - George Humphrey**
- a. Last year, we spent about \$120,000 in improvements, some of which were shown during Anne's slide presentation.
 - b. The BOD policy is to keep at least \$100,000 in the CIF account in case of emergencies.
 - c. George shared the ideas for the library, mailbox, and front desk remodeling project. The BOD is considering using approximately \$25,000 to create a café and new front desk. George explained the benefits and costs of the project.
 - d. Several owners asked clarifying questions, including Doug Ross, Sue Brennan, James Everett, Jen Powers, Shelly Simon, Stan Duda, Ralph Wilbur, and Dennis Horigan. Several shared positive feedback for the remodeling project. One owner expressed concern over having an area for families and an appropriate entrance to the facility.
 - e. The BOD is assessing the plans and welcomes owners' input.
- 5. Amendments to the WEA RECs - Paul Axelrod**
- a. The BOD is recommending a change to the RECs to enable enforcement of the RECs and policies through a penalty fine structure. Owners will receive a mailing with a ballot. The mailing will explain the proposed changes.

Closing Remarks – Your Property Value and You – Ann Verow

Ann noted that we all depend on each other to be responsible neighbors who comply with WEA policies.

Two owners expressed their desire to add items to the agenda. The agenda was set 10 days before the meeting. We encouraged the owners to attend the monthly BOD meeting and will consider how to handle this next year.

Adjournment at 2:15 p.m.