

Waterville Estates Village District
January 23, 2013
MINUTES

- I. The meeting was called to order at 5:30 PM. In attendance were Lloyd Willey, Mike Baumann, Corey Smith, Judy Kinney, and Clerk Barbara LaJeunesse.

Mike made a motion to approve the November 20 meeting Minutes. Lloyd seconded. All approved.

II. Financial Report

- a. 2012 year unaudited budget was reviewed. There appears to be a welcomed surplus for use in the coming year.
- b. 2013 year proposed budget was discussed.

III. Old Business

- a. Town Roads – A plan had been developed in 2006 with Butch Bain, the Road Agent in Campton, which outlined the deficiencies in his judgment of the roads of Campton, including the roads of Waterville Estates for which the town was and still is responsible; the plan for priority of repair was approved by the Selectman. However, despite that agreement, our roads are still receiving low priority in spite of years of us asking for the roads to be paved. Another ½+ miles of Winterbrook is scheduled for paving this summer.
- b. Management Contract – The Management Contract was discussed, and it was decided to give the draft to the newly appointed Waterville Estates Board President immediately following his/her appointment.
- c. Wells Update – Corey will be writing a letter to give to the Snowood Condo Association on the update of the wells.
- d. Parking—we are at a standstill awaiting the telephone company to come and tell us where the lines are. On the dam parking, Corey will put up a sign that says “no trucks” as they are too long for diagonal parking.

IV. New Business

- a. Performance Review – to be discussed in the Executive Session.
- b. Budget Hearing and Annual Meeting Schedule:
 - i. Warrant Articles - 2/27/13 (Next VD Meeting at 5PM)
 - ii. Budget Hearing - 3/4/13 or sooner
 - iii. Posting Warrant w/ Budget (MS36, MS37) - 3/16/13
 - iv. Annual Meeting - Tentative Date - 3/30/13
 - v. MS 35 - 4/1/13
 - vi. MS 32, MS 36, MS 37 with Warrant Articles, Minutes & Annual Report - 4/20/13
 - vii. MS 34 - 9/1/13

- V. Mike Baumann made a motion to adjourn, Lloyd seconded. Meeting adjourned at 7:20 PM.

VI. Executive Session

**Waterville Estates Village District
Budget Hearing
February 27, 2013
Minutes**

- I. Meeting was called to order at 5:00 PM. In attendance were Lloyd Willey, Mike Baumann, Harry Learned, Corey Smith, Judy Kinney, Frank Marshal, and Clerk Barbara LaJeunesse.
- II. Mike made a motion to accept the January 23rd meeting minutes. Harry seconded. All in favor.
- III. Financial Report
 - a. Corey presented an overview of the YTD Financials
 - b. 2013 Budget Hearing Discussion – the commissioners reviewed the budget and wanted further clarification regarding the total of the Growth and New line item. Also, the commissioners agreed further discussion is needed to decide where and how best to use the \$61,963 for road paving.
- IV. Old Business
 - a. The Management Contract between the Village District and the Waterville Estates Association was voted on and signed. The VD decided to make it a two-year contract instead of annual.
 - i. Mike Baumann made a motion that the chairman of the VD Commission or his representative will attend all of the WEA Board meetings. Harry seconded. All in favor.
 - ii. Harry Learned made a motion that the VD forward the minutes of the WEVD meetings to the Board members within a few days after each meeting. Mike seconded, all in favor.
 - b. Exploratory wells update – The access road below Snowood Condos has been reactivated to gain access to the wells area.
 - c. Parking – we have five new signs that say “no large trucks” that will be put up along the parking area on the dam.
 - d. Bathroom remodel update – Corey requested input on the colors for the sink and floor.

V. Correspondences

- a. The draft letter to Snowood Condo Association regarding well easement was approved and will be sent out.
- b. The draft letter to the landowner regarding well easement was approved and will be sent out.

VI. New Business

- a. Meetings schedule – The Annual Meeting has been set for Saturday, April 6, 2013 at 10 AM.
- b. Judy mentioned the workers comp classifications have been changed due to revamping by the State.

VII. Mike Baumann made am motion to adjourn. Harry Learned seconded, all in favor. Adjournment 6:50 PM

VIII. Executive Session

Waterville Estates Village District Annual Meeting

April 6, 2013

- I. Moderator Anne Formalarie called the WEVD Annual Meeting to order at 10:00 AM
 - a. In Attendance were WEVD Commissioners Lloyd Willey, Mike Baumann, and Harry Learned, WEA and WEVD General Manager Corey Smith, WE Exec. Admin. Asst. Judy Kinney, WEVD Clerk Barbara LaJeunesse, Anne Formalarie, WEA Treasurer Samantha Ciaston, WEA President Mike Mahoney, and WE residents Thomas Clark, Barbara Kunz, Ted Kunz, Brent Smith, Lynn Willey, and Arnold Goodman.
 - b. Lloyd welcomed the attendees and explained why there is a village district – originally set up to have water supply control, the WEVD makes sure that the value of the WE properties is maintained. Lloyd wanted to publically thank the tremendous contributions of the WE staff to ensure that everything runs smoothly and efficiently to secure that end.

- II. 2012 Year in Review – Lloyd said this past year was a significant year of change in the WEVD.
 - a. Most notably, the 2012 Boundary Line Adjustment. What this procedure did for us was that it established that the structural nature of WE is understood by the Select Boards of both the Towns of Campton and Thornton. This change makes the statement that WEVD will abide by its Mission Statement to ensure fair and proportional cost sharing in its management of property values and will not be compromised by those attempting to exploit structural loopholes in our organization.
 - b. Association Lot Ownership Policy Change (facilitated by District) – The WEA’s corresponding equivalent to the District Boundary Adjustment came in the form of a fundamental change to its organizational structure whereby lot owners who do not own homes, no longer have the same rights to amenities in WEA as homeowners who carry the bulk of the financial burden to manage such.
 - c. 2012 Financial Review – Corey noted that the reason for the decrease from 316,552 to 43,730 for the tank bond is because we were able to refinance the old debt to give us a better rate. Lloyd mentioned that the cost of the ski area is about \$1000 for each day it is open. We were open 20 days this winter for a total approximate cost of about \$20,000; but events and activities we will be having such as weddings, golf tournaments, parties, etc. that will use that facility will make up for that loss by the end of the year.
 - d. Tax Rate - The Village District rate will increase this year by approximately 6+% depending on whether you live in Thornton or Campton

- e. Real Estate in WEVD 2012 - A report of the number of new homes and additions was read at the meeting. Surprisingly new construction continues despite the poor economy.
- f. Paving - This past year marked the most notable improvements to WEVD's paved roads since the creation of the district in 1977. WEVD invested \$145,000 in paving in 2012. All of Bell Valley/Richardson Trail was repaved, and Taylor Drive was paved for the first time since its construction. Some cracks have started to appear, and those will be filled in.

III. 2013 Highlights

- a. Parking Expansion - A newly created parking expansion on the upper dam was paved. A new parking lot for employees is being added above the basketball court. The trees have been cleared for it.
- b. Back-up Power for Water System – Corey mentioned it is imperative that we have a good water system, because if something happens to that, we are out of business.
- c. Outdoor Pool Expansion – still in the planning stages and we are talking with the construction planning people to see what is the best set up for our needs. The additional, smaller pool may be an adult-only area. More deck area will be included. It will not be ready by July 4, but later this summer most of it will be done.
- d. Paving – The town did approve to have the next section of Winterbrook from Tobey Road up to Summit paved. Next year the bottom remainder of Winterbrook or Donovan Farm will hopefully be done. More paving on several WEVD roads will be done this year.
- e. Restroom Renovations – are going on right now on the 2nd floor in the Recreation Center. We are getting a great price on the materials, and this will be a welcome update for future weddings and other events.

Warrant Article 1 – To choose one Commissioner for the three year term, a Moderator, Clerk, and Treasurer.

IV. WEVD Elections – Anne Formalarie moderated and asked for nominations.

- a. Commissioner (3-year term) – Samantha nominated Lloyd to a second 3-year term. Mike Baumann seconded. All WE residents present voted unanimously to reelect Lloyd.
- b. Moderator (1-year term) - Samantha nominated Anne Formalarie as moderator. Lloyd seconded. The vote was unanimous to reinstate Anne for another 1-year term.
- c. Treasurer (1 year term) – The requirements are that you have to be a resident and have some knowledge of finances. Corey mentioned that if someone does not have anything to add to the job, the commissioners and he can handle the duties as is. It is not necessary for a resident to take the position out of a feeling of obligation only. No one was nominated. The position will remain open.

- d. Clerk (1 year term) Samantha Ciaston nominated Barbara LaJeunesse as Clerk. Harry Learned seconded. The vote was unanimous to reinstate Barbara for a 2nd term of 1 year.

Warrant Article 2 – To see if the District will vote to raise and appropriate the sum of One Million Five Hundred Thirty One Thousand Seventy Dollars and no cents (\$1,531,070.00) to fund the 2013 operating budget with an offset of Three Hundred Eleven Thousand Three Hundred Sixteen Dollars and no cents (\$311,316.00) to come from unreserved fund balance.

- V. 2013 Budget and Warrant – Anne called for a vote to see if the District will vote to raise and appropriate the sum of \$1,531,070.00 to fund the 2013 operating budget with an offset of \$311,316.00 to come from the unreserved fund balance. All present voted in favor.
- VI. Adjournment 11:08.

Waterville Estates Village District

May 22, 2013

Minutes

I. Meeting was called to order at 5:14 PM by Lloyd. Attendees were Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, Frank Marshal, and Clerk Barbara LaJeunesse

II. The February meeting minutes will be resent to the commissioners for approval via e-mail.

III. Financial Report

YTD Financials – The largest expense this year was the work done on the wells. It looks like the new pool area and bathroom renovations will cost very close to what was planned.

IV. Old Business

A. Outdoor pool and deck – The current pool will be open this coming weekend with a safety fence separating that area with the new pool that is under construction. The new pool is ahead of schedule and will probably be done at some point this summer.

B. Parking – The new parking lot for additional visitor parking and the lot for the staff will be ready for the summer but will not be paved this year to allow for settling.

C. Bathroom Remodel update – Three of the four bathrooms are almost complete, and the fourth will be done soon.

D. Street paving plan – Lloyd presented the corrections of the three-year plan to complete paving of the aprons and roads through 2016.

V. Correspondences

The draft letter to Town Re: the Goose Hollow property was approved and will be sent.

VI. New Business

A. Harry brought up the question of the BOD and the VD working together for funding of items. We need to have another long-term planning meeting between the Village District commissioners and the BOD.

- B. Public Works Yard Discussion – the area where our trucks and equipment are stored is in need of cleaning up. Some of the equipment is necessary to keep, but the area can be neatened up.
- C. Mike Baumann presented a new system for the front desk to use for emergency situations such as water problems and no electrical power to alert owners via e-mail of a problem. Unfortunately for our situation, Corey often finds out about a water problem when he gets a call from an owner, so this system wouldn't work for our situation.

VII. Adjournment 6:45 PM

VIII. Executive Session

Waterville Estates Village District

July 3 2013

Minutes

- I. Meeting was called to order at 5:00 PM. Attendees: Corey Smith, Mike Baumann, Harry Learned, and Clerk Barbara LaJeunesse. The meeting will be short due to Lloyd Willey being unable to attend.
- II. A motion to approve the minutes from May was made by Mike. Harry seconded, all approved.
- III. Financial Report and Old Business
 - A. Parking/outdoor pool, deck – The rain has delayed much of the work, so completion date of the pool will be beyond Labor Day.
 - B. Bathroom remodel update – We will hire someone to do some of the plumbing to get the remodeling done. The bathrooms remodeling was more than originally planned by design.
 - C. The parking lots are under budget.
 - D. Goose Hollow Property update – The town is planning to cease the property and sell it. Corey will let the WE owners know when the property goes up for bid.
- IV. Harry made a motion to adjourn and Mike seconded. Adjournment at 6:15 pm.

Waterville Estates Village District

August 20, 2013

Minutes

- I. Meeting was called to order at 5:00 PM. Attendees: Corey Smith, Lloyd Wiley, Mike Baumann, Harry Learned, Frank Marshal, and Clerk Barbara LaJeunesse.
- II. Lloyd made a motion to accept the minutes from the July meeting, Harry seconded, all approved.
- III. Financial Report
 - A. YTD Financials were discussed – Corey answered questions for some outstanding figures. Overall, our income is slightly higher than expenses compared to last year.
 - B. Capital Expenses vs. Budget 2013
 1. Pool project – We are waiting for a few more parts, probably coming in next week; and then, pending good weather, the project is ready to wind back up now that summer is winding down and the membership won't be as affected by the noise factor.
 2. Parking lot - The widening of Green Circle just beyond the main parking lot is proposed for paving next year based on if it has settled enough. Lloyd recommended "no parking" signs be put along Hodgeman Hill and on the corner as it is a dangerous situation when it is blocked.
 3. Paving – Lloyd presented a list of the roads that come off of Winterbrook. Butch, the road agent, should be giving us an answer soon on the bids for the paving of the roads going into Winterbrook. We are hoping it will be cheaper to do the aprons at the same time as the town paving of Winterbrook. The town will pave from Tobey Rd to at least Isaax Fox and possibly to Summit this year.
 4. Back-up power Liberty Lane – Corey is getting quotes redone for diesel power.
 5. Back-up power ski bowl - awaiting updated quotes.
 6. Rec. Center capital preservation – The deck at the Rec. Center will be reinforced to come up to code with the new expansion.
- IV. Old business
 - A. Long Term Planning – Lloyd wants to set up meetings with some members of the BOD to set up long-term plans for WE.
 - B. Ski area update-
 1. Bull Wheel liner on ski lift – May or may not need to be replaced next year. WV suggested that they got the last bull wheel bearing for an older

Stadeli lift left in the country. Harry said he will be able to locate one for us when we need it. Thank you, Harry!

2. Automatic Backstop – There were upgrades made to the lift
3. Mowing – Will be done in late September.
4. Snowmaking – Being assessed by the BOD review committee.

V. Adjournment 6:30 PM

VI. Executive session

Waterville Estates Village District

September 25, 2013

Minutes

- I. Meeting was called to order at 5:10 PM. Attendees: Corey Smith, Lloyd Wiley, Mike Baumann, Harry Learned, and Clerk Barbara LaJeunesse.
- II. Harry made a motion to accept the minutes from the August meeting, Mike seconded, all in favor.
- III. Financial Report
 - A. Operations Budget – Lloyd went to the board meeting and went through the ytd treasurers reports. There were no major issues to report.
 - B. Year to Date Comparison. The new well project cost was reflected in this year's expenses. Everything else was on or under budget. Due to Corey's accident, some things didn't get done in July, but if there is a surplus it will just be forwarded to next year.
 - C. Project Finances update
 - D. Pool – so far \$46,000 has been spent on the pool. We are about half-way to completion.
- IV. Paving –
 - A. The decision was made to put more into the paving than we originally planned as it didn't make sense to not do the work. We got quotations for doing the aprons going into Winterbrook from the paving companies involved in doing the quotes for the town. Bryant paving got the paving project for the town and their quote was close to the other ones but came in about \$13,000 more than we planned. We revised our plans and went back to Bryant for another quote. They are scheduled to start paving Winterbrook on 9/26. According to Butch, due to the town's budget constraints, Winterbrook paving will end at Isaax Fox rather than Summit.
 - B. The following is the footage to be paved on the roads connecting to Winterbrook:
 1. Aspen Way (75 ft.)
 2. Reservoir (75 ft.)
 3. Isaax Fox (235 ft.)
 4. Porcupine (200 ft.)
 5. Belle Valley (690 ft.)
 6. David Thompson (350 ft. of overlay paving of last year's paving, plus 500 linear ft. of new paving)
 7. Caldon (174 ft.)
 8. Snow Trail (150 ft.)
 9. Tobey (300 ft.)
- V. Water System Update - we had a mishap, but with that comes the opportunity to gain more knowledge; so we are getting more prepared for the future and able to communicate better with the members.

- VI. The long-term planning discussion between members of the WEVD and the WE BOD is scheduled for Oct. 18 to identify the projects that we need to put our time, money, and effort in, and where the money for those projects will come from.

- VII. Community Center
 - A. Bathrooms - the urinals in the men's room have been fixed.
 - B. We are having the outside of the building looked at to see if we can just tighten up the siding with screws, or if it needs to be re-sided.
 - C. An engineer did a full analysis of the entire decking expansion above the pool area and says it is up to standard with no concern for added weight from people or snow.

- VIII. Adjournment 7:30 PM. Next meeting Wednesday, October 23

- IX. Executive session

Waterville Estates Village District

October 29, 2013

Minutes

- I. Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, Judy Kinney, Clerk Barbara LaJeunesse, and guest Tom Avallone.
- II. Harry made a motion to accept the minutes from the August meeting as written, Mike seconded, all in favor.
- III. Financial Report
 - A. Year-to-Date financials were discussed.
 - B. Long term planning meeting will be on Nov. 14 at 3:30.
 - C. Budget planning meeting will immediately follow at 5 PM.
 - D. Draft budget for next year will be done before the joint meeting of the Board and the Village District on Saturday, Nov. 23, 2013. The WEVD meeting will be at 8 am followed by the WEA Board meeting at 9 AM.
- IV. Old Business
 - A. Ski area update – mowing has been done and looks great. All the grips on the ski lift chairs have been tested. The bubbling on the top of some of the tables inside the lodge has been repaired.
 - B. Outdoor pool update – The pool has been poured. Wood for the fence has been delivered, and Gary has begun working on the fence.
 - C. General Water System Update – Corey found out from the Campton Village Precinct that it is feasible for us to link into the town water system at the base of Winterbrook if need be.
 - D. Paving – grating of the aprons has been done and the paving should be done tomorrow and the next day. Next year we will try to do the paving earlier in the summer to have the benefit of the new roads sooner and the overlays will adhere better in the warm weather.
- V. New Business
 - A. Waterville Birches – Tom Avallone presented his plan for expanding his construction of 21 single units with attached garage. They will have common property of which they all will own 1/21. He has received town approvals for building the 21 units and DES approval for the proposed septic systems. Tom needed to know if the road that he will build to go through it will be owned privately, or if it will be owned by WE. Corey will reaffirm that we do own the road. If we do own it, the Commissioners agree it would be best of the town owned the road. We will summarize this in a letter to give to the town and to Tom Avallone.

- B. Properties up for deeding in Campton – The Chickadee group properties of four lots are being deeded to the town of Campton for back taxes.
- C. Antenna Expansion Request - Lakes Region Fire Dispatch wants to add three more antennas to the top of Pegwood near the water tank. We will make the decision when they make the final request.
- D. General Marketing – Since the establishment of the Village District, we have not done any marketing for WE. Corey presented a pamphlet that a marketing student intern is working on for us to give to real estate offices and to people interested in the Estates. We would not need to pay for the design, so the cost of these pamphlets would just be for printing. Also our website needs updating.

VI. Adjournment 7:10 PM.

VII. Executive Session

Waterville Estates Village District

December 18, 2013

Minutes

- I. Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Judy Kinney, Clerk Barbara LaJeunesse. Absent: Harry Learned.
- II. Mike made a motion to accept the minutes from the WEVD Nov. 22 meeting. Lloyd seconded. All in favor.
- III. Corey reviewed the YTD Financials – we are projecting to end very close to what we budgeted, so we won't have to pull very much from surplus. The two biggest projects, the pool and the wells were delayed due to weather, Corey's accident, and communications with the town about the possibilities of town water usage.
- IV. Draft Budget 2014 – lengthy discussion took place going over the draft budget line by line.
- V. Old Business
 - A. Long-term Planning – Basketball court resurfacing was added to the budget.
 - B. Ski Area Update – We had to take 20 chairs off to have the grips tested. The chairs are back on today. We're going to put another light on the parking lot and another two on the hill. We had to make some modifications on the rope tow. Grooming was done today. The plan is to open it this weekend.
 - C. Correspondence with Tom Avalone Re: Waterville Birches Development. Tom assures Corey he will give us a written response that there will be money set aside by him to create an emergency response turnaround for the town of Thornton if the ownership of the road is taken over by the town.
- VI. New Business
 - A. Signage on Rt. 49 – Letter to Selectmen. The ball is now in the court of the Selectmen as to whether we can have an off-site sign on Rt. 49 advertising Waterville Estates.
 - B. General Marketing Logo Updates – The Commissioners do not care for the new logos proposed by the WEA Board. Corey is working on another design.
- VII. The next meeting of the WEVD is tentatively set for Wednesday, January 22 at 5 PM.

Lloyd accepted a motion to adjourn at 6:48, Mike 2nd. Meeting moved into Executive Session.