

## **WEA Board of Directors Meeting Notes – January 27, 2013**

### **BOD Attendees:**

Paul Axelrod, Samantha Ciaston, Chris Fagas, Mike Mahoney, Frank Marshall, Anne Formalarie, George Humphrey

**Others:** Mike Baumann, Corey Smith, Harry Learned, Lloyd Willey

Paul called the meeting to order at 12:10.

### **Agenda**

1. Waterville Estates Village District
  - a. Lloyd shared the background and current status of the Rec Management Agreement. It was emailed to BOD member prior to the meeting. The agreement was created with legal input. BOD members questioned the duration and some of the content. Using the possible pool expansion as an example, we discussed how decisions will be made on spending and specifications.
  - b. The purpose of the agreement is to formalize the working relationship between the BOD and WEVD
  - c. We discussed having 2 years as the duration of the agreement
  - d. A discussion of the possible pool expansion ensued
  - e. George will take another pass through the document
2. Paul suggested that we offer presentations on the website. Realtors could use them to market properties. The presentations could include
  - a. Tangible and visible improvements
  - b. Less visible items (e.g. water system)
  - c. Policies and Operations
3. Corey sent a packet with updated RECs to local realtors
4. Corey sent certified mail to lot owners to explain the change
5. Mike made the motion to approve the annexation of the Matson property. Frank seconded the motion. It was passed unanimously.
6. Election of officers
  - a. Mike Mahoney - President
  - b. Frank Marshall – Vice President
  - c. Penny Joyal – Secretary
  - d. Samantha Ciaston - Treasurer

Public session ended at 12:47. A short executive session followed. The meeting adjourned at 1:00.

March 2 (8:04)

Attendees: Anne, Paul, Frank, Sam, Mike, Corey, Penny, George; Mike Herring (guest)

Waterville Estates BOD Meeting

**Homeowners' corner:** Mike Herring. Some folks that Mike knows own the 603 Brewery in town and are looking to expand. They don't want to open a pub, but since we have the operations for food and beverage there could be some synergy with WEA and this brewery. We could sell their beer locally and perhaps get a personalized brew/label. Mike H. and Corey will investigate further.

Acceptance of minutes from Annual Owners Meeting: George makes a **motion** to accept the notes from Post Annual Board meeting, Sam seconds all were in favor.

**Small Item Update – Corey**

Total Spent	28,605.83
Previous Balance in 2011	5,511.00
Voted Budget as of 10/4/11	10,000.00
Voted Budget as of 3/24/12	10,000.00
Voted Budget as of 9/29/12	10,000.00
Total Budget	<u>35,511.00</u>
Remaining Budget	6,905.17

**Propane Update** – Paul Called Ken Mackay b/c the price was so good this year and its cold this year. Ken mentioned to Paul that Amerigas is being re-branded as Franconia Gas. Ken has treated us well in the past and seems to be taking over more of the company. There is rationing of gas which is a shift from last year and seems to indicate a shortage. This could affect our prices next year. There is a quick Q&A session with Paul and the board. Paul will continue to explore.

**Committee Reports:**

1. **Violations** – Samantha – There is quite a few violations in the Estates right now. Sam has been contacting folks to take care of the issues she's aware of. There is one issue in particular. We've discussed this issue before regarding a fence on the property. Apparently this owner has 7 sled dogs and only comes up on the weekends, but generally brings the dogs. The fence needs to come down it is a violation.

2. **Building Committee** – Mike – There have been no new applications just inquiries. Mike will be working with Corey to figure out what can be done about the unfinished property on Goose Hollow.

3. **Long Term Planning Committee** – Mike – An explanation starts about the roles of the district and the association regarding funding and long term projects and infrastructure items. There are many projects on the long term plan and a discussion begins about how to keep the line of communication open between the BOD and the Commission. Frank will continue to attend the District meetings, Mike will as he can.

**Treasurer's Report – Samantha**

Operating Account: \$15,647.20

NWB CIF: 720.60  
MVSF CIF: 212,818.23  
Total CIF: 213,538.83

**Manager's Report – Corey**

1. **Management Agreement Update:** The agreement outlining the relationship that exists between the board and the district commission will be in effect for a two year term. It can be changed later if need be. The agreement was signed by the District Commission and Mike signed it for the Association.

**2. Financials:**

<b>WE recreation fund income</b>	<b>7,136.57</b>
<b>Campton Mt income</b>	<b>20,684.26</b>
<b>Total Income</b>	<b>27,820.83</b>
<b>Total Expense (WEA recreation expense):</b>	<b>23,421.64</b>
<b>Net Income:</b>	<b>4,399.19</b>

3. **Ski Area Update:** The ski area has seen some activity over the MA. Vacation. There are approximately 600 tickets sold to date.
4. **Long Term Planning and Master Plan** Corey is going over the master lists of our budget and planning spreadsheet. There are items on the list that act as a schedule deferred expenses and maintenance for our assets. It is for planning and forecasting. There is also a tab in the spreadsheet for Growth and Capital items. Such as roads, water line upgrades, parking and certain recreation elements. This information is available to owners who are interested in seeing this information.  
Corey is showing us a 3d draft image of the proposed pool area expansion. Construction to expand the upper deck could start very soon.

**New Business:**

1. **Snow Making Exploratory Committee-** Mike is suggesting a committee to research the idea of snow making at Campton MT. Chris would be willing to chair, Mike M., Penny, Mike Herring and Paul will also be involved.
2. **Discussion regarding appointing a new BOD member –** There are some folks who have shown some interest in becoming a member of the board. Folks should put there bios together and attend some meetings and we can then decide who should take the spot that was left open with Denis's departure.

Meeting Adjourn: A motion is made to close the meeting made by Penny seconded by Anne all were in favor.

11:04am.

Call to order 8:13 AM

## Waterville Estates BOD Meeting

**Attendees:** Mike Mahoney, Paul Axelrod, Samantha Ciaston, Frank Marshall, George Humphrey, Chris Fagas (Skype), Penny Joyal, Anne Formalarie (conf call) and Corey Smith

**Guest Homeowners:** Lloyd Wiley, Steve Jaillet, Mike Hering, Michael Baumann

**Homeowners' corner:** Steve Jaillet (an owner at WEA since 2004) is the owner of 7 dogs. He owns a group of sled dogs and he has constructed a "kennel" for the dogs to not let them run free on the property. The fence is not a permanent structure and can come down. Steve is willing to make it look better and work with someone to survey the property. Frank and Mike are explaining the reason for the community rules and are more than willing to work out a solution. Sam is suggesting that Steve work with someone (and he has agreed he will) to measure the property and come up with a viable to solution going through the rightful permit process. This issue has been discussed in prior notes under the category of Violations Committee. Frank and Mike have also expressed a concern about the amount of noise and potential disturbance of the dogs that may arise in the future. To date, there have not been complaints about the dogs.

### Small Item Update – Corey

Date	Vendor	Description	Amount
10/04/2011	Roberts & Gooch El		\$325.41
10/13/2011	Airgas	Carbon tanks for Beer taps	\$600.00
10/18/2011	Amazon.com	Foosball Balls	\$62.00
10/19/2011	Amazon.com	Foosball Table	\$506.99
10/21/2011	Home Depot	Storage Racks	\$131.88
11/01/2011	PFG	Tuxton & Cup 8oz Porcelain	\$45.63
11/01/2011	PFG	12 oz Onion Soup Crocks	\$41.00
11/18/2011	First Bankcard-Corey	Track Repair	\$1,127.10
11/29/2011	Goose Hollow Trail	Repairs to Thiakol/mileage	\$448.00
12/13/2011	Sears	4 in 1 Swivel Table	\$179.99
12/20/2011	Fastenal Company	Acc#NHLAC0726	\$325.91
12/21/2011	Ski Mt. Supply		\$357.10
12/31/2011	First Bankcard-Corey	Snowmobile	\$1,359.99
01/23/2012		Install & move alarm panel - Ski Area	\$4,600.00
02/13/2012	Costco.com	60' Round Tables	\$1,679.99
04/24/2012	Micros	Micros Update	\$3,602.22
05/15/2012	Cubicle Solutions	PO#810613	\$600.00
06/15/2012	Gary Baker	Storage Closet	\$746.29
06/19/2012	Harris Family Furniture	Furniture	\$7,999.00
11/08/2012	Northeast Food Serv.	4dz ea. 11.5" platters & 9.5"	\$1,651.46

		plates	
12/03/2012	Various	X-Mas Supplies & Decorations	\$300.00
12/20/2012	Joe Campbell	Employee Christmas Party	\$363.41
02/01/2013	WeedersDigest.com	Ice Rake	\$169.99
02/03/2013	Roberts & Gooch El	Pond wiring	\$778.51
02/01/2013	Handyman Hardware	Pond light	\$34.66
02/01/2013	Needham Electric	Pond	\$96.26
02/15/2013	CAI Press	Association books	\$118.99
02/21/2013	Roberts & Gooch El	Pond wiring	\$354.05
03/07/2013	CAI Press	Association books	\$22.95
03/12/2013	Buy a Safe	Through the door drop box	\$184.01
03/26/2013	Walmart	Timeless Frames	\$29.96
04/02/2013	Kittredge Equipt.	Draft Beer Cooler	\$3,000.00

Total Spent	\$31,842.75
Previous Remaining Balance in 2011	\$5,511.00
Voted Budget as of 10/4/11	\$10,000.00
Voted Budget as of 3/24/12	\$10,000.00
Voted Budget for 9/29/12	\$10,000.00
Total Budgeted	<u>\$35,511.00</u>
Remaining Balance of Budget	<u>\$3,668.25</u>

## Committee Reports

- **Violations** – Samantha: 7 or 8 violation letters have been sent out. Samantha is commenting on the amount of trash and random disregard for the association land. There is some frustration about the trash expressed by many members of board. There is a trailer on Meyer Circle that should have been removed last year. There is a substantial amount of “stuff” in front of a house on Isaax Fox Drive. If the violations continue and are not rectified, names and specific addresses will be mentioned in the notes going forward.
- **Building** – Mike: No permits have been made since our last meeting. There have only been preliminary questions about properties. There are some folks looking to cut some trees.
- **Long Term Planning** – Corey: no changes
- **Snow Making Exploratory** – Corey, Mike Hering: Mike Hering accompanied Corey to meet with John Vas, Maverick Management and Design Group. His company works with ski areas. They

discussed snow making and different cost effective options. There were some numbers discussed. Also the water options for the snow were discussed. The pond and a discontinued well were both options. Different options for delivery were also discussed. Fans vs. permanent, fixed guns were discussed in terms of placement, upkeep and management/supervision pros and cons. The committee is not prepared at this time to come to the board with a proposal. These discussions are preliminary, but ongoing. Frank, Ann and Samantha have all expressed the concerns of costs to support ongoing snow making.

**Treasurer's Report – Samantha**

<b>Operating Account:</b>	<b>\$9,756.10</b>
NWB CIF:	\$3,720.81
MVSB CIF:	<u>\$211,928.73</u>
<b>Total CIF:</b>	<b>\$215,649.54</b>

**Manager's Report - Corey:** Parking lot expansion is in progress. The pool expansion project is being slightly redesigned, to create additional seating around the lower pool. With the upper deck expansion work the engineer is having difficulty meeting our timeline (due to some issues with other projects he is committed to). That aspect of the overall deck improvement project will make more sense to review, at the tail end of the project, in late stages of the job (perhaps early fall). The work on the new pool remains scheduled for throughout the summer. The redesign and reconstruction of the seating and decking expansions around the existing outdoor pool remains on schedule to be completed by July 4<sup>th</sup>. The bathroom renovations are on schedule, with the tile work almost done. The upper two bathrooms will be completed first. We've had several water breaks this spring. This issue is typical, we cannot plan for them and they have to be addressed often taking from other projects. Sara is leaving the organization and we've hired a new person to work and cover for Judy. Sara will work with the new person to get the up to speed.

**Financials – Jan 1 – Apr 25**

Total Income	95010
<u>Total Cost of Goods Sold</u>	<u>38085</u>
Gross Profit	56925
<u>Total Expenses</u>	<u>171916</u>
Net Income	-114990

**Ski Area Update/Wrap Up** – We had 28 operating days. Awareness was much more this year, but the snow was better 2 years ago. It was a successful season.

#### **New Business**

- **Goose Hollow Property-** Mike Mahoney: held to executive session
- **Tree Policy for abutting lots owned by the same owner** – Corey: After looking at an application of a recent request for trees cutting, the policy has been looked at and analyzed. Some discussion ensues of different scenarios regarding cluster lots and non-cluster lots. Often cluster lots have a common area between the lots as a “buffer”. The BOD discusses the conflicts that exist in the policy for abutting owners and for cluster lots. The BOD agrees that a “mandate” should exist in the regulations to define the intent of our tree policy. The intent of the mandate will help guide the Building Committee to make more consistent decisions. Corey and George will work through some language of the changes and the BOD will review.
- **Makeup of the Building Committee** – The issue was brought up to counsel the committee on the officers serving on the BC.
- **Community Cleanup Day Update** – A date has been set, there is some work being done at the ski area, on the trails and mulching here at the center.

**11:37am** Motion made to end the meeting. All in favor

#### **11: 40am Executive Session begins**

**12:25pm** Motion made to end the Executive Session and return to open meeting forum. All in favor

**12:27pm** Motion made by George, seconded by Paul, to appoint Mike Herring to fill the vacant seat on the board. In favor: Mike Mahoney, Penny, George and Paul; Not in favor: Frank, Samantha & Chris

**12:32pm** Motion made to end the meeting. All in favor

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12:47pm on May 2<sup>nd</sup> a motion was made to approve these notes. All in favor

June 29, 2013 (8:00) Waterville Estates BOD Meeting

**Attendees:** Mike Mahoney, Paul Axelrod, Samantha Ciaston, Frank Marshall, George Humphrey, Chris Fagas, Penny Joyal, Anne Formalarie, Mike Hering and Corey Smith

Call to order 8:05 AM

**Homeowners' corner:** No issues or topics were brought to the BOD for discussion

**Small Item Update – Corey**

The Small Item fund is presently \$1,231.75 over the voted approval. This is due mostly to the purchase of two paddle boats that were much needed.

	\$325.41
Carbon tanks for Beer taps	\$600.00
Foosball Balls	\$62.00
Foosball Table	\$506.99
Storage Racks	\$131.88
Tuxton & Cup 8oz Porcelain	\$45.63
12 oz Onion Soup Crocks	\$41.00
Track Repair	\$1,127.10
Repairs to Thiakol/mileage	\$448.00
4 in 1 Swivel Table	\$179.99
Acc#NHLAC0726	\$325.91
	\$357.10
Snowmobile	\$1,359.99
Install & move alarm panel - Ski Area	\$4,600.00
60' Round Tables	\$1,679.99
Micros Update	\$3,602.22
PO#810613	\$600.00
Storage Closet	\$746.29
Furniture	\$7,999.00
4dz ea. 11.5" platters & 9.5" plates	\$1,651.46
X-Mas Supplies & Decorations	\$300.00
Employee Christmas Party	\$363.41
Ice Rake	\$169.99
Pond wiring	\$778.51
Pond light	\$34.66
Pond	\$96.26
Association books	\$118.99
Pond wiring	\$354.05
Association books	\$22.95
Through the door drop box	\$184.01
Timeless Frames	\$29.96



Draft Beer Cooler	\$3,000.00
2 PK-3000 Paddle Boats	\$4,900.00
Total Spent	\$36,742.75
Previous Remaining Balance in 2011	\$5,511.00
Voted Budget as of 10/4/11	\$10,000.00
Voted Budget as of 3/24/12	\$10,000.00
Voted Budget for 9/29/12	\$10,000.00
Total Budgeted	<u>\$35,511.00</u>
Remaining Balance of Budget	<u>(\$1,231.75)</u>

**Motion:** Made by Paul to put and additional \$10,000.00 into the Small Item fund seconded by Sam all were in favor.

## Committee Reports

**Violations – Samantha:** – The trailer is gone from Briarcliff, but the yard is a bit messy. Sam left a message to clean it up a bit. A new owner on Donovan Farm has a storage trailer that needs to be removed. A letter will go to them. There are a few tank violations, but most folks have been notified and are taking steps to comply.

**Building – Mike:** There are a number of applications for small items likes trees, decks and sheds. Corey mentioned that there were some applications for building 4 log homes. The building committee has not yet looked at the applications yet. The owner has submitted plans but not an application at this point. Also noted were that as of Jan 1, 13 property transfers have taken place. Most of them have been homes.

### Long Term Planning – Corey:

There was some interest in having more of a board presence on the long term Planning Committee as discussed at the last Long Term Planning Committee meeting. Most notably is the benefit of having a long range plan for CIF projects. Corey has several future suggestions (more short term than long term) for CIF items including:

- Bose sound system for outdoor pool area. (Chris Emery is able to get us a deal too good to pass up, See attached). Bose is donating approximately \$6000 worth of equipment. **Motion:** To approve the sound system proposal in the amount of \$3500.00 made by Paul seconded by Mike H. All were in favor.

- Stainless Bar Stools (info available for meeting) still unsure of the intent of the outdoor pool and the type of stools and if they will go in the pool. Chris to research options.

-Signs (needs to be re-voted because the company whose proposal we voted on last time went out of business). We will get some additional quotes from Marvel to see if we can get a better price. The Price quoted by Pauquette Signs was approximately \$17,000.00. There is no immediate need to move forward. We will get the additional quote and discuss at the next meeting.

-Outdoor pool furniture \$6,800 (must do, already ordered, previously discussed) **Motion:** To buy outdoor furniture in the amount of \$6800.00 made by Paul seconded by Frank all were in favor.

-Mahogany Fence expansion on pool project. Corey shows a slight change to the parking area to fence an area on the opposite side of the pool making a more rounded, symmetrical space. It will include a grassy section like the other by the hot tub. (more see updates below)

Sam and Frank will join the Long Term Committee to keep the BOD abreast of the items the district is planning for.

**Snow Making Exploration – Corey:** No updates to report from Maverick Management & Design Corp. Water source is still in question for snow making. The Committee and Board are proceeding thoughtfully due to awareness of the probable costs to operate snow making equipment (staff, electricity, water, maintenance).

**Golf Tournament Update – Mike:** Tournament scheduled for July 20<sup>th</sup> at Owls Nest Golf Course \$100 per person fee if purchased by July 7<sup>th</sup>, \$125 after July 7<sup>th</sup>  
Dinner can also be purchased separately. There will be 4-hole in one contest, prizes include a new car and a trip.

#### **Treasurer's Report – Samantha**

Operating Account	2013	94,815
Operating Account	2012	124,424.98
CIF	2013	13,542.37
CIF	2012	139,630.72
MVSB CIF	2013	217,064.09
MVSB CIF	2012	51,754.89

#### **Manager's Report - Corey Financials**

**Update on Pool, Decking, Parking Area:** Decking costs were \$60,000-upgrade product-exceeded budget Realized cost savings on excavation and concrete work for pool. Fence expansion due to design of parking area which was not budgeted-moneys to cover cost will need to be funded through CIF. Mahogany will be used to match existing fence. Estimates and bid will be taken for project.

Opening of new pool now slated for the spring 2014 due to added improvements. IE: fencing and redesign of parking area

**Update on Bathrooms:** Bathrooms cost over budget. Ending total will be \$44,000 (includes new toilets)

- New toilets on order should be here in two weeks
- CIF will cover toilet cost. Estimated at \$3,400. Note that these are ADA compliant.
- Minor finishing touches needed. For the most part bathrooms are complete

## **New Business**

**Goose Hollow Property Update:** Town will auction property. District agreed to put minimum bid for property if no private bidders participate. A Constant Contact message will be sent announcing the auction when we have more details.

Due to the sensitive nature of the discussion regarding the Goose Hollow property an Executive session begins at:

- Executive session began at 10:20AM
- Executive session ended at 10:35AM

**Tree policy:** Corey is reviewing the additional wording of the Tree Cutting policy. A purpose was added to the policy that helps to outline the intent of owners and the building committee that protects the property values of this community. **Motion:** To accept the new wording in the Tree Policy made by Anne seconded by Sam all were in Favor.

**Building Permit:** Michael M. has submitted an application to cut. Mike recused himself as a member of the building committee. The BOD will go to Michael M.'s house to view the trees to be removed. We will then prepare a motion to accept or reject.

**Site Visit:** (Mike Mahoney's home on Taylor Dr.) Chris, Paul, Mike H. and Anne visited Mike's home to see the trees that Mike requested permission to cut. It was agreed by a majority of the BOD with the exception of Frank Marshall that the application be approved. Sam and Penny had agreed prior to the visit that the trees could be removed.

**Fences:** The BOD begins discussion of Fences in the Community. 2 Owners have requested permission to put up a fence to keep dogs on their property. The rec states that the Building committee has to approve fences. The BOD has the power to require an owner to remove anything unsightly and not in the aesthetic spirit of our community.

**Update on Signs:** (see long term planning)

**Executive Session:** There were no items for executive session as the only item had already been covered during the meeting.

**Board Resignation:** George Humphrey, after years on the board, announced that he has a signed purchase and sale on the home he owns in the Estates and will, subsequently, need to resign. Mike, and others on the board, point out a number of meaningful contributions that George has made. George will be missed.

**Meeting Adjourns at 11:19am**

Our next meeting will be September 14<sup>th</sup> at 9:00am

## **Sept. 14, 2013 Waterville Estates BOD Meeting**

**Attendees:** Mike Mahoney, Paul Axelrod, Samantha Ciaston, Frank Marshall, Chris Fagas, Penny Joyal, Anne Formalarie, Mike Hering and Corey Smith; **Guests:** Mark O'Hara, Denise Bujalski, Brent Smith, Peggy Walsh, Greg Swope; Bob Haskins

**Call to order 9:00 AM**

**Homeowners' corner:** There are no items for Homeowner's corner for this session, except for some introductions to our guests.

### **Small Item Update – Corey**

There has not been a lot of movement on the SI account since the last time we met.

## **Committee Reports**

### **Violations – Samantha**

Ongoing Violations – A few folks still have some ongoing issues. Many items have been addressed. There are some things to address.

For Sale Signs - There have been some signs recently on several homes. The signs have been removed and Sam has contacted the companies that have the signs on the property. In one case an owner will be contacted to remove a no trespassing sign.

### **Building Committee – Mike Mahoney**

**Update on ongoing projects** – There has been a lot of activity, and continue to be folks who want build here in the estates. There have been many applications requesting things like siding, roofs as well as new homes.

**Waterville Birches** – Next Phase Mike and Corey met with Tom Avallone for the third phase of the Birches. Tom has to go to the planning board to approve single family, detached condos for this phase. He does want to cut some trees prior to building so potential buyer can see the view. Mike reviews the plans to show us what the proposal is. Mike is asking if the BOD is in agreement to allow Tom to clear some trees and provide an escrow account. All of this is preliminary and Tom is trying to be transparent about all future plans. The BOD seems in agreement to allow this contingent on the town/state approval.

There is a solicitation of interest in the building committee since there are several openings new faces in the meeting. There are currently only 2 members Mike Mahoney and Corey. All feel that Corey should stay on the committee in some capacity where by the committee could give Corey authorization to sign building applications. Corey will also be the main contact for all new and incoming applications. Brent Smith would like to work as an advisor to the committee (not a member). A motion is made to elect Mark O'Hara, Mike Hering and Michael Baumann to the Building committee (as members) by Anne, seconded by Frank all in favor.

**Long Term Planning Committee Update – Frank**

There will be a meeting prior to the next district meeting. There are some ideas as to what the next projects will be particularly around the community center. Corey mentions the well and expenses that may be required to make any updates to our wells.

**Snow Making Exploratory Committee Update – Corey**

This is an exploratory committee looking into the feasibility (only) of doing this. There is analysis being done and it's not something being taken lightly by any means. This committee will do what is best for the community keeping us fiscally responsible at the same time. They are working closely with the LTP committee as well. There are some preliminary numbers for us to begin to do the analysis. However the committee doesn't have the complete picture by any means and this analysis will take a substantial amount of time. This level of detail has never been done before.

**Goif Tournament Update – Mike**

Final Results Net total \$1,603.59 to the Friends of Campton Mountain. The day was a success, everyone had a great time.

**Propane update – Paul**

Paul is discussing our group purchasing and how we've been doing this for approximately 10 years. We also have sent out the constant contact letting folks know about the plan and some folks have joined the plan. Amerigas has been working with us and have recently moved us to the Laconia office giving us some advantages and they are more than happy to work with us.

**Treasurer's Report – Samantha (account balances with year over year figures)**

Operating Account 2013	18,386.30
CIF (Northway Account)	8544.13
CIF (MVSBS Account)	231,224.07
<b>Total</b>	<b><u>239,768.20</u></b>

**Manager's Report – Corey**

The BOD reviews the financials. Function dollars remain steady, but summer revenue was down. Expenses are also up. Weather was a factor as well as the shortened summer school vacations.

We have quotes on paving. The town will be paving Winterbrook Road the last week of September. They will continue where they left at Tobey and they will go all the way to Summit. WEVD has tried to obtain 3 quotes from paving companies one of which the same company doing the town to team up on the effort. The VD will have most all of the roads off of Winterbrook done on or about the same time this year.

Corey discusses the water issue. The wells have been tested based on the results of tests and issues from 2 years ago. Some dollars will need to be reallocated from a new well project to making our

current well hopefully making a more permanent fix. A hydro-geologist will be working with us to advise on proposed fixes.

**Update on Pool, Decking, and Parking Area** – per Corey the progress is further along than folks might think. Once the pool foundation is poured decking work can begin. The delay in the pouring of the foundation was due to some recent events requiring Corey to work from home. He needs to be present when the foundation is poured.

**Member / Renter Conduct – Corey** - The goal for the front desk is to enforce the rules. They generally do not make exceptions and suggest folks seek Corey or the BOD to discuss appeals. There have been some instances that require immediate attention where Corey works with Mike Mahoney. Often the video surveillance is looked at and issues can be resolved. Generally, a pass suspension is immediate until further discussion can take place including the BOD. Pass revocation and the length of revocations are determined by the BOD consulting with Corey. Again, the front desk only enforces the rules. The owners are ultimately accountable and responsible for renters or folks using a guest pass.

**New Business:**

**Web Site** – There have been many suggestions to improve the website. Peggy and Penny will meet to discuss requirements for a site or upgrades to our current one.

**Goose Hollow Property Update** - WEA and the VD have been working with the town to resolve the issue of this property. Things are progressing. The town expects to take the property in the October timeframe and subsequently auction it off in the Feb. timeframe.

**WEA Entrance Signs Update** – The design of the sign is still in the works. This is an expensive and long lasting commitment so it's important that folks are in agreement about our signage. The BOD is taking this expenditure seriously and working with Corey.

**Election Committee:** Chris Fagas will chair. Dates have been proposed see below:

Event	Proposed 2013 date
Election announcement & registration forms mailed	10/4/2013
Candidacy registration forms return deadline	11/4/2013
Nomination & Elections Committee meets to decide on endorsement	11/7/2013
Candidates notified of Nominations	11/16/2013
Petition forms return deadline	11/22/2013
Ballots & election materials & schedule mailed to owners	11/30/2013
Candidate night & owner reception	12/7/2013
Notice of annual meeting with agenda & proxy form mailed to owners	12/20/2013
Return ballot due	1/8/2013

Vaiidate & count ballots	1/11/2013
Annual Meeting	1/26/2013

**Meeting End:** A motion is made to conclude the BOD meeting made by Anne F. at 12:06pm, seconded by Penny J. all were in favor.

**Executive Session** begins at 12:07



WATERVILLE ESTATES ASSOCIATION (WEA) BOARD MEETING  
October 26, 2013

Call to Order – 9:10 am

Present at the meeting were Board Members, Mike Mahoney, Samantha Ciaston, Frank Marshall, Penny Joyal, Mike Hering, & Anne Formalarie. Also present were Corey Smith, Village District Manager, Harry Learned, District Commissioner, Mark O'Hara & Thomas Clarke, Homeowners. Chris Fagas and Paul Axelrod logged in via telephone.

Homeowners Corner

Manager's Report

Mr. Smith discussed:

Bathroom projects have been completed.

Continued parking challenges.

Drainage issues –

- Corner of Hodgman and Winterbrook across the main road and along the side of the parking area
- Walkway at pool & stage area

District Commission issue –

- Winterbrook Road not paved up to Summit Road as originally agreed upon with the town. Question of safety. Some success with letters of deficiency.

Ski area –

- Grips & chairs have been tested
- Roll back protection needs to be added– State requirement
- Hired people to mow the ski slopes – several places where saplings were sticking up – area will pack down – hand wacked 8.28 acres of slopes for \$2100-\$2200
- Eric Wooster talked to & connected Corey to the right people –

Other issues

The Board went into Executive session at 9:30 am. The regular meeting resumed at 9:35 am.

The Board discussed sending out correspondence on Constant Contact regarding rental contracts and pass policy before Christmas or February break. Mr. Hering said that people are booking places now. Mr. Smith said that the Constant Contact message could be sent out in the next couple of weeks.

Mr. Smith discussed having an appeal form for homeowners and guests when there is a question about rules & regulations associated with WEA policy. He said that the form should help to diffuse confrontations at the front desk. Mr. Learned confirmed that the appeal form will not replace the suggestion box.

Mr. Smith said that he has been working with Diana (intern) to create a physical handout for a general marketing campaign. He said that they have been working with Total Scope Marketing in Plymouth, NH, who has worked on destination marketing at such places as Alpine Adventures and the Chamber of Commerce in Lincoln. He said that Total Scope Marketing has a strategic planning person and an art graphics person. He said that WEA can change the scope of the project with them.

9:45 Board Member, Paul Axelrod logged in via telephone.

Mr. Smith discussed re-branding or changing the image of WEA. He said that the Board had discussed changing the signs. He said that there has been discussion in the past about changing the logo. He said that he discussed the legal implications of a name change with Attorney Scott McGovern. He said that Mr. McGovern said that it could be dealt with by using a Doing Business As (dba) name to connect with all of the WEA documents. He said that a name change could also be dealt with through a warrant article which could be voted at the district's annual meeting.

Mr. Marshall said that having the "Waterville Valley" association is a benefit.

Mr. Fagas said that it is important for people to know that Campton Mountain is open to the public.

Mr. Hering said that because there has been discussion about spending \$15,000 on new signs, now would be a good time to look at changing the logo. Mr. Fagas said that he thought that would be a distraction from other things that should be done.

Mr. Marshall discussed combining the entire marketing campaign to put together brochures, signage, etc. He said that the community should be involved.

Ms. Formalarie suggested that the Board get feedback from Total Scope Marketing regarding any disconnect between the name and what Waterville Estates is.

Mr. Learned said that the existing signs are in poor condition. He said that they are close to being on the ground.

Mr. Hering discussed potential marketing incentives with local real estate agents. Ms. Joyal said that has not worked here in the past. Mr. Marshall said that it will not change how real estate agents sell Waterville Estate properties. He said that homeowners and condominium associations in Waterville Valley and at Loon are successful because they have control over the real estate transactions. He said that the brokers here are not concentrating on selling Waterville Estates. Mr. Hering discussed getting brokers educated about Waterville Estates.

Ms. Joyal said that the Board should consult with Total Scope Marketing about exploring overall marketing package options. She asked about the cost of consultation. Mr. Smith said that consultation has been charged on an hourly basis. He said that the District Commission agreed to support preparation of a brochure to promote WE out of their consulting budget.

Ms. Formalarie suggested that Mr. Smith and Diana continue to work with Total Scope Marketing to develop potential options to be discussed at the next Board meeting. Mr. Smith said that Total Scope Marketing could make a presentation to the Board.

Mr. Learned said that the District Commission would only support a Waterville Estates Board decision for a name change.

#### Committee Reports

#### Long Term Planning

Mr. Marshall displayed a PowerPoint presentation. The presentation included Mission Statement, CIF History, CIF Breakdown, 2013 CIF Expenditures, 2014 Recommended CIF Expenditures, and 2013 Recommended CIF Expenditures.

Mr. Marshall said that the 10 year average CIF income for 2003 to 2013 was just under \$90,000. He said that the 10 year average CIF expenditures were just under \$68,000. He said that the Committee used the last 5 years as a gauge to CIF income at \$60,572 and expenses at \$27,766.

Mr. Marshall discussed a \$35,000 budgeted annual increase. He said that the District Commission will request \$45,000 for 2013 cost overruns for the pool, deck, bathroom & fence.

Mr. Marshall discussed proposed spending in 2014 of \$69,000. He said that the \$20,000 budgeted for new outdoor furniture is to supplement the existing outdoor furniture.

Mr. Learned discussed having a meeting with the District Commission to discuss CIF planning.

Mr. Smith displayed an excel spreadsheet of the 2014 Capital Presentation. He discussed a new truck, paving and budget options.

Mr. Marshall discussed 2015 recommended CIF expenditures.

### Violations

Ms. Ciaston said that the signage and wire were taken down on Goose Hollow. She said that people are hunting on the land. Mr. Mahoney said that the chain was put there to prevent people from stealing firewood.

Ms. Ciaston said that a house that was rented on Meyer Circle was trashed inside and out. She said that it will be fixed up.

Ms. Ciaston said that a homeowner was hanging clothes outside. She said that it was brought to their attention, they were given the Rules & Regulations when they came to the Rec Center, and a letter was sent.

Mr. Learned asked about the cans of paint stacked outside the Waterville Real Estate office. Mr. Hering said that they have been there for at least a week.

Ms. Ciaston said that the house on Isaax Fox will be cleaned up.

### Building Committee

Mr. Hering said that there were a couple of tree cutting requests on cluster lots. He said that it was discussed & decided to have the abutters notified & to send letters of approval.

Mr. Hering said that there were applications for two log homes that may be part of a five home package. He said that the plans that were submitted contained numerous violations. He discussed the 12 pitch requirement, encroachment and re-establishment of buffer zones.

Mr. Hering said that Mr. Avallone applied for single home permit at Weeping Birches. He said that he met with Mr. Avallone on-site and the project will be in conformance.

Mr. Hering discussed the next phase of Waterville Birches. He said that Mr. Avallone already has a permit to cut trees to open the site up. He said that a \$5,000 bond was posted. He said that Mr. Avallone asked to incorporate additional clearing as the road progresses. He said that it is more cost effective for the tree clearing company to do the work while the equipment is there.

Mr. Learned discussed town versus Waterville Estates roads. He said that it is not the Estates' business to build roads. Mr. Smith recommended that all roads meet towns' requirements.

Mr. Hering said that Weeping Birches was on the original plan as a paper road. Mr. Smith said that the road needs to be moved slightly.

Mr. Hering discussed a permit that was issued over a year ago on Isaax Fox. He said that there was a problem with the contractor. He said that the owner has been contacted about cleaning up the site up & getting the staging off of the house. Ms. Ciaston said that the trash violation is \$25/day.

Mr. Hering said that a modular home was built last year on Hodgman Hill Road. He said that the driveway was moved. He said that trees in the buffer area were cut down and should be replanted. He said that a fence was put up on either side of the driveway without a permit.

Mr. Hering said that the Boudreau's lattice painted brown does not screen the propane tank. He said that the regs say that propane tanks cannot be visible. He said that there is a house on Snowood Drive that is a good example of what should be done. He said that the screening must provide air flow around the tanks. He said that planting shrubs is a good way to screen the tanks. He said that moving forward, WEA needs to be clear about the regs.

Mr. Fagas said that it should be easy & reasonable to build in the Estates.

Ms. Ciaston asked about the property with the fence and the dogs. Mr. Hering said that there have been no complaints. He said that hemlocks were planted.

#### Treasurer Report

Account Balances as of 10/25/13

Northway OP Account	\$21,935.59
Northway CIF Account	\$8,544.46
MVSB CIF Account	\$242,917.25
<hr/> Total Balance of CIF	<hr/> \$251,461.71

Mr. Axelrod said that WEA needs to have an owner who is interested in marketing the Estates to the New England area.

#### New Business –

The Board discussed proposed signs with an updated logo. Mr. Learned asked about cost effectiveness. Mr. Smith said that WEA is currently working with Total Scope Marketing for a pamphlet but the scope of the marketing study can be expanded to other areas.

Ms. Joyal said that the website is okay now and it could be distracting to change it at this time. She said that the Board should put together a list of requirements & then price it out. She said that she would like to be involved with marketing.

Mr. Smith discussed the Goose Hollow Property. He said that the Town is close to auctioning the property off. The Board discussed prospective bids on the property.

Mr. Smith confirmed that the Board would prefer to wait to see where the marketing goes before moving forward with the signs.

Mr. Hering discussed using existing signs to let the public know when the facilities at WEA are open. Mr. Fagas asked about buying the existing "Unmundane" sign on Route 49. Mr. Smith said that other people have tried to. Mr. Hering asked about leasing the sign. Ms. Formalarie said that the Campton Village Realty sign may be another option.

Mr. Smith discussed a potential conflict. He said that he had looked buying or leasing the signs for his own business. Mr. Hering discussed the possibility of leasing one side of a two-sided sign. He said that WEA would benefit most from a sign that is visible to eastbound traffic.

Mr. Smith said that there is a new sign ordinance. He said that the Town may object if WEA puts a sign on Route 49. He said that there have been no off-premises signs since the new ordinance was passed.

Mr. Mahoney said that an open/closed sign could hang on the bottom of the existing sign on Route 175.

Mr. Learned said that the sign at the Real Estate Office on the left hand side is rotting and is potentially dangerous. He said that the signs represent WEA.

Ms. Formalarie discussed spending more time with Total Scope Marketing to get a total package. She said that there should be a deadline of three to four weeks. She said that there should be a decision about what to do with the signs. Mr. Hering said that it would be helpful to see other marketing work that they have done.

Mr. Marshall said that the community has to vote on a name change. He said that he did not support a name change at this time. He questioned negative connotation with the Waterville Estates name.

Mr. Smith said that the new sign will be 3-dimensional.

Mr. Fagas asked for an update on the pool & paving. Mr. Smith said that road paving is scheduled for October 30 and October 31. He said that Ray, the Road Agent, will oversee the project. Mr. Fagas said that paving the aprons is key to maintaining the work that has been done. He said that erosion is an issue.

Mr. Smith said that progress on the new pool has been held up by the concrete people. He said that he was told that the concrete will be poured on Monday, October 28<sup>th</sup>. Mr. Hering said that re-grading & drainage was not part of the original project. He said that it rained for most of July.

Mr. Fagas said that people will be concerned about completion of the project. He said that he thought that the Board was getting sidetracked with the proposed name change & signs.

Mr. Smith said that WEA has a long history of projects that have been completed on time. Ms. Joyal said that tracking decisions and timelines should be built into the Board's agenda. Ms. Formalarie said that the definition of a complete project should be published.

Mr. Hering said that decisions for fencing, decking, sod and planting options can be made following completion of the original scope of the new pool project. Mr. Smith said that decking & some fencing work can be done during the winter.

Mr. Marshall discussed having the new pool open for Memorial Day. Mr. Hering said that the timeframe may be tight due to weather. Mr. Smith said that they can aim for Memorial Day but the target date is in late June after the schools get out.

Mr. Smith discussed a "Contact the Manager" form. He said that will be an opportunity to speak with the people who are under-informed. He also discussed Board communication with the membership.

#### Election committee

Mr. Fagas said that no one had submitted nomination papers at this point.

As there was no further business to come before the Board, the meeting was adjourned at 12:05 pm.

Respectfully submitted,

Lenore Mahoney  
Recording Secretary

Waterville Estates Board Meeting  
November 2013

Present at the meeting were Michael Mahoney, Samantha Ciaston, Paul Axelrod, Frank Marshall, Chris Fagas, Penny Joyal, Mike Hering, Anne Formalarie, Michael Baumann, Judy Kinney, Corey Smith, Harry Learned, Harry Bertino, Matt Beyer, Brent Smith, and Lenore Mahoney.

Corey Smith discussed Weddings and Events including, profits, direct expenses, depreciation, air conditioning at the ski area, and kitchen equipment. He said that Joe Campbell has been an exceptional salesman and there has been a lot of positive feedback and positive exposure for Waterville Estates. He said that the events have been priced competitively in comparison to other facilities in the area.

Corey Smith said that he will forward a breakdown of expenses to the Board members.

Corey Smith said that there are three weddings booked and two others with verbal agreements.

The Board discussed ways to focus on bringing more people into Waterville Estates for entertainment events. The Board discussed advertising and/or using signage.

Brent Smith asked about having signage for events throughout the summer posted inside the Rec Center or by the mailboxes. He said that there are a lot of renters at Waterville Estates in the summer.

Corey Smith said that the website calendar could list confirmed and tentative events. Ms. Joyal said that renters don't have access to the calendar. Corey Smith said that the information could be published on the website and as hard copy.

Corey Smith said that either the Summit Lounge, the Mountain View or the Tailspin Lounge is always open to the public. Mr. Fagas said that it is important to let the public know which facilities are open to them. Mr. Marshall asked about the cost of advertising in the Penny Saver. The Board discussed potential types and locations of signage. Corey Smith said that a concern is overcrowding when the membership shows up.

Ms. Joyal said that it is important to decide what the goals are for Waterville Estates. Mr. Marshall said that a Mission Statement is needed.

Mr. Learned said that the previously appointed Entertainment Committee was disbanded abruptly. The Board discussed re-establishing the Entertainment Committee. Mr. Marshall said that it is important to get the membership involved.

Ms. Joyal volunteered and the Board confirmed Ms. Joyal as Chair of the Entertainment Committee.

Mr. Axelrod asked about getting possible suggestions to Ms. Joyal. Mr. Baumann said that there could be a permanent space on the bottom of every Constant Contact.

Mr. Smith said that the budget for this year is already set.



Mr. Learned discussed the possibility of having tastefully done encased signage by the road and at the mailboxes to announce week and weekend events, where people do not have to get out of their cars. He said that it could be on an inexpensive trial basis and, if it is helpful, move on to a nicer setup.

Corey Smith said that he would look into possibilities to announce events on Constant Contact and/or as postings on signage or telephone poles.

Ms. Ciaston discussed Violations. She said that a house that was in violation because of trash in front had been taken care of. She said that the Contractor for Log Homes.com will be told that the signs must be taken down.

Mr. Hering discussed Building Committee business. He said that there are two new constructions on Weetamoo Trail and Marden Drive. He said that the Committee expects to receive plans shortly for a third home on Hodgman Hill Road.

Mr. Hering discussed screening for propane tanks. He questioned whether lattice should be considered sufficient screening. The Board discussed moving forward to raise the level of screening.

The Board discussed safety issues with propane tank enclosures. The Board discussed existing lattice enclosed propane tanks and precedent. Mr. Hering said that the Building Committee does have the power to change the rules for enclosing propane tanks.

Brent Smith asked if the propane companies object to painting the tanks. Mr. Axelrod said that the companies do object because a dark color raises the temperature.

Mr. Hering discussed making a small presentation at the Annual Meeting about propane tank enclosures.

Mr. Hering said that there was a buffer encroachment at Weeping Birches. He said that he spoke with Tom Avallone, who said that the owner wanted to have a parking space because the driveway is too steep in the winter. He said that Mr. Avallone explained the issue to the owner and it has been resolved.

Mr. Hering said that tree removal permits have gone smoothly. Mr. Smith said that there is a potential problem with logs on Aspen Drive and snow removal. Mr. Hering said that he will follow up.

Mr. Hering discussed cleaning up a property on Isaax Fox Road. He said that he spoke with the owner and it will be taken care of. He said that the owner does not come up in the summer and was unaware of the condition of the property. Mr. Smith confirmed that the owner has a permit to move the staging.

Mr. Fagas discussed the Elections Committee. He said that he received nomination papers from Mr. Marshall, Mr. Axelrod and Mr. Brent Smith.

Mr. Fagas said that Candidates' Night will be on December 7<sup>th</sup> at 7:30 at the ski area.

Mr. Bertino said that he is retired from the military. He said that his family has been in Waterville Estates for 30 years. He asked about renting the Rec Center for events. He said that learning about events

seems to be by word of mouth. He said that weddings bring people to Waterville Estates. He discussed bringing more events to the Estates.

Ms. Ciaston presented the Treasurers' Report

**Account Balances as of 11/20/13**

Northway OP Account - \$22,558.89

Northway CIF Account – \$8,544.82

MVSB CIF Account - \$244,982.94

Total Balance of CIF \$253,527.76

**Account Balances as of 11/20/12**

2012 Balance \$6,503.38

2012 Balance \$19,755.43

2012 Balance \$185,336.07

2012 Balance \$205,091.50

**Funds Collected as of 11/20/13**

Dues billed \$260, 871.69

Dues Collected \$261,367.26

Balance Owed \$ -495.57

**Funds Collected as of 11/2012**

Dues billed \$314,129.64

Dues Collected \$315,138.70

Balance Owed \$ - -1009.06

Dues received vs dues billed difference is due to people owning more than one property and selling off one of their properties while retaining their other property.

Member Passes Purchased - \$22,330.24

Day Passes Purchased - \$9,003

Building Applications - \$1,725

(3,000 CIF New Construction)

Member Passes Purchased - \$21,550

Day Passes Purchased – \$6,140

Building Applications - \$4,033

(6,000 CIF New Construction)

Corey Smith discussed the Manager's Report including pool decking and homeowner request form responses regarding the basketball courts and spin dryers for the locker rooms. He said that he priced the dryers. Mr. Fagas expressed safety concerns with the dryers. Ms. Joyal suggested looking into coin operated machines.

Mr. Learned asked if the District Commission is still planning to resurface the basketball courts. Corey Smith said that he believes that the issue may have fallen off of the radar. Mr. Learned said that this might be a good time to look at the issue again.

The meeting recessed from 10:30 to 10:35 am.

**MARKETING**

Corey Smith said that he, Anne Formalarie, Mike Mahoney, Samantha Ciaston, Michael Baumann, and Tom Clark, Diana Mosso attended a meeting with Mark LaClair of Total Scope Marketing. He said that

they discussed the process for a new website including a digital background, new software, and an eight page glossy brochure for general marketing. He said that the brochure could be included in new owners' and wedding packets.

Corey Smith said that the brochure could include a wow picture on the front with a good slogan, local attractions, amenities, photos in the middle, and then Waterville Estates' financial strength and long term planning.

Corey Smith said that Total Scope Marketing is working on the first couple of pages in template format. He said that they will run 200 copies. He said that going forward they will use pictures of local people. He said that they will need to come up with some subjects and models. He said that the completion date will probably be late summer.

The Board discussed using John Anderson's photos and replace older photos with new ones as we get them.

Ms. Joyal said that it would be good for realtors. She said that they could pay for advertising in the brochure.

Mr. Marshall said that the Committee should come up with a game plan and come before the board with recommendations. Ms. Formalarie said that there is no formal committee yet. Corey Smith said that, at this time, this is a district endeavor.

Ms. Formalarie, Ms. Ciaston and Mr. Mahoney volunteered to be on the Marketing Committee. Mr. Mahoney said that there should be three District Commissioners on the Committee as well. Mr. Mahoney appointed Ms. Formalarie as Chair of the Committee.

Ms. Joyal discussed options for a new Waterville Estates logo. Mr. Mahoney said that Mr. Wiley and Mr. Baumann preferred Option #6. He said that Mr. Learned preferred Option #1.

Ms. Ciaston discussed a name change for Waterville Estates. She said that Campton Mountain Village sounds more friendly. Mr. Learned said that would leave Thornton out.

Mr. Fagas said that for 12 years Campton Mountain was closed. He said that, while he hopes it never happens, Waterville Estates could always decide to change direction with the ski area again at some point in the future. He said that he was reluctant to commit to the name of Campton Mountain Village.

Mr. Marshall said that the logo on the website is good. Ms. Formalarie said that the logos for Waterville Estates Realty and Waterville Estates are too similar. Mr. Learned said that Tom Mullen had expressed interest in the past about buying the rights back to the logo if Waterville Estates does not want it any longer.

Corey Smith said that using Total Scope Marketing to come up with a new logo costs less than using a logo company. Mr. Hering said that he does not like the homes that are shown on the new logo. He said that they look like elf cottages.

Mr. Marshall said that the Board should take a vote on the proposed name change. Mr. Learned said that the District Commission has no interest in changing the name. He said that they agreed that it is a board issue.

Mr. Hering discussed the importance of keeping the Waterville connection.

Ms. Formalarie said that the intent of the work with Total Scope Marketing was to come up with the logo and brochure design. She said that the scope of the project could include logo/name/image change with a six week timeline. She said that the Board should vote today on a potential name change to keep the project on schedule

Mr. Fagas moved and Mr. Marshall seconded the motion to keep the name the same and work on the logo. Ms. Formalarie discussed giving Total Scope Marketing four more weeks. Corey Smith said that a logo change has to be approved by the State and that takes time. He said that would take away the push to get the signs done quickly. He said that the signs could wait until the ground thaws.

Mr. Learned said that three years ago the signs were in decay.

Mr. Marshall asked if Waterville Estates would want to give up its history by its changing name. Brent Smith said that Waterville Estates should build on consistency and on something that puts it on the map and is recognizable.

Corey Smith said that the community is both the district and the association. He said that two District Commissioners want to change the name. Mr. Marshall said that the Board should tell the District Commission that it does not want to change the name.

The Board further discussed having a total marketing package.

Ms. Kinney said that when she sent the proposed logo change, the State wanted a detailed description. She said that it has been put on hold because of the Board's discussion of the issue. She said that the logo was renewed at the beginning of the year with the, "Best kept secret in the White Mountains" slogan.

Corey Smith said that Total Scope Marketing is looking to the Board for feedback. He said that Total Scope Marketing says that the Waterville Estates name is dated.

The Board voted unanimously to keep the "Waterville Estates" name.

Mr. Mahoney said that more time should be spent working on a new logo. He said that the Board does not seem to like any of the proposed options. The Board discussed elements of the proposed logos that they did like.

Mr. Beyer said that the existing logo has the ski area. He said that without the mountain, the focus could be on family and community.

Mr. Hering said that the Board should identify important components such as the ponds, ski area, homes, trees and Rec Center.

Ms. Formalarie said that thoughts and ideas can be emailed to her.

Mr. Mahoney said that Total Scope Marketing said that the website should be more modern. He said that Total Scope Marketing will present a proposal and will host the website for \$20 a month. He said that the current service costs \$8 a month and we could continue with that host rather than hosting through Total Scope Marketing.

Ms. Joyal asked about moving forward with any of the signs. Mr. Mahoney said that the initial quotes were for \$16,000 but Total Scope Marketing said that they could make them for much less. The Board discussed locations of the signs.

Mr. Axelrod discussed electronic voting. He said that the Board rewrote the Recs and Bylaw and it was formalized in 2005. He said that Waterville Estates maintained a list of addresses. He said that any important matter or vote would lead to a mailing. He said that with Constant Contact, Twitter and Facebook, communications have changed. He said that if the objective is to get work out efficiently, it may be more effective to use all of the mechanisms simultaneously. He said that several thousands of dollars in postage and labor could be saved using electronic processes.

Ms. Formalarie said that the paperwork resides on the web now. She said that the ballots are still mailed.

Mr. Axelrod discussed having a presentation at the Annual Meeting.

Ms. Formalarie said that there are an average of two mailings a year for Annual Meeting, Annual Voting and for any amendments. The Board discussed options for sending out thinner mailings.

Mr. Fagas said that there could be more potential for fraud. Ms. Joyal said that homeowners could opt in or opt out of electronic voting. She said that establishing a logon and pin would make it secure. Mr. Hering said that there should still be allowance for paper mailings.

The Board discussed potential logon restrictions.

Mr. Marshall suggested looking into using Survey Monkey.

Mr. Hering said that homeowners should have a choice of options to vote. Mr. Axelrod said that there could be information in new homeowner packets that include options for voting.

Mr. Mahoney discussed the Beautification Committee. He discussed spending additional funds for landscaping to help Pat Learned. He said that \$4,000 was voted.

Mr. Mahoney said that Pat Learned had made recommendations for access for watering plants. Mr. Hering said that an automatic watering system could work near the Rec Center but not at the signs or

remote areas. Mr. Fagas said that there could be drip irrigation by filling cisterns at the signs once a month.

Mr. Mahoney said that Pat Learned had done a great job with the landscaping at the ski area and with Community Day beautification projects.

Mr. Marshall said that the Annual Meeting will be on January 26, 2014.

Ms. Formalarie said that there are safety issues on Donovan Farm Road. She said the road dips and the grade is bumped up. She said that she sent a letter to Butch Bain, Road Agent, regarding her concerns about plowing it in the winter.

Mr. Learned said that homeowners should voice concerns about safe conditions of the roads to the Selectmen. The Board discussed having a sign in the Rec Center lobby that shows town roads and contact information for the Selectmen. Mr. Learned said that it is important to let the Selectmen know that it is a safety issue.

Mr. Mahoney said that the next Board Meeting will be on January 4, 2014 at 9:00 am.

The Board went into Executive Session.

Mr. Marshall moved and Ms. Ciaston seconded the motion to adjourn Executive Session.

As there was no further business to come before the Board, the meeting was adjourned at 12:04 pm.

Respectfully submitted,

Lenore Mahoney  
Recording Secretary