

Waterville Estates Village District

January 22, 2014

Minutes

- I. Lloyd called the meeting to order at 5:03 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, Judy Kinney, and Clerk Barbara LaJeunesse.
- II. Mike made a motion to accept the minutes from the WEVD Dec. 18 meeting. Harry seconded. All in favor.
- III. Corey reviewed the YTD Financials - the tax money is coming in from Thornton and Campton as expected.
- IV. Draft Budget 2014
 - A. Money was moved into the HVAC Repairs line item for newly identified repair needs.
 - B. Lloyd requested \$20,000 be moved to the Expand/Upgrade Kitchens line for the structural engineering costs for possible expansion.
- V. Old Business
 - A. Signage Rte. 49 – Our attorney has recommended we meet with the Campton Selectmen to talk about what we want to do before we submit an application for a sign. Harry volunteered to work with Corey to present our needs to the Selectmen.
 - B. Marketing Initiative Update – The Marketing Committee has partnered with Total Scope Marketing to work on a new logo for Waterville Estates and Campton Mountain to replace current outdated signage. Corey presented the two new logos they decided on.
 - C. Goose Hollow Property Update – When the property goes up for bid from the Town of Campton, Waterville Estates will put a bid on it for the purpose either renovating it for sale or to take it down if it isn't worth the effort. Corey will contact the town to clarify when that is going to happen.
- VI. New Business
 - A. Thornton Paving and Roads Improvement –
 1. At the annual meeting on Sunday 1/26, Lloyd is going to encourage owners to put the road agent's phone number in their cell phone so they can let him know every time the roads are unsafe.
 2. Lloyd drafted a letter to the town of Thornton stating the improvements that are needed on the Thornton town roads and ditches.

- B. Development and Forest Drive – Discussed as a difficult issue that Corey advised is in the hands of legal.

VII. The next meeting of the WEVD was set for Wednesday, February 26 at 5 PM.

Lloyd accepted a motion to adjourn at 7:30 PM, Harry 2nd. All in favor.

Meeting moved into Executive Session.

Waterville Estates Village District

February 26, 2014

Minutes

Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, and Judy Kinney.

I. Financial Report

- A. A review of the budget indicated the need to increase funds for propane due to rate increases, the cost of hiring a consultant for the HVAC, shingles, kitchen upgrade/expansion at the ski lodge, as well as the septic system at the lodge.
- B. Corey gave some background information and work history on Kelly Boldger, who will be overseeing the HVAC project and the renovations due to the burst pipe issue.
- C. Reviewed website and cost - Website hosting is 90% Rec. Fund.
- D. Corey spoke of an offer that was made by one of the plow vendors to take over some roads at a cost of 5% less than what was paid out in the past five years.

II. Old Business

- A. Signage on Rte.49 – The District's attorney spoke with the Town of Campton's attorney about the District having the right to put a sign on Rte. 49 on the state's right of way. Corey will be talking with the DOT about putting the sign on state's right of way.
- B. WE signs – The upgrading of the Waterville Estates signs was discussed by Harry, the old street signs that were up prior to what is there now and how much more attractive they were. The old signs were four-post hooked together with the reflective street sign going through the center.
- C. WE Marketing Brochures – Corey spoke of the new brochures, the amount to order, and how will it be paid for. It was discussed to have an open house for realtors, show them the community center and talk about Waterville Estates, answer any questions, and give them the brochures to help promote the Estates. About 1,000 will be printed for distribution.
- D. The trustee of Goose Hollow has 45 days to pay off taxes or the Town will take the property and sell it. Corey went over the process of what happens if the trustee pays off the taxes owed. Harry had looked at the house and found numerous issues with the foundation of the house. He noted a six-inch crack in the foundation, the floor is heaved up, and various other issues from the house being abandoned.

- E. Paving – Corey heard back from the Town about putting lines on roads. The Town has decided to purchase software in lieu of painting lines on roads. Corey and Lloyd will contact the Town.

III. New Business

- A. Harry made a suggestion to add another fireplace at the ski lodge. It was asked if there is a safety gate for the gas fireplace. Corey indicated that a safety gate has been ordered and is on its way.
- B. Other issues at the ski lodge were discussed: the men's toilets are not flushing properly; the need to have additional lighting down stairs, and the need for more lighting on the mountain. Corey noted that the lighting on the mountain was fixed prior to the meeting.

The meeting was adjourned at 7:55 PM.

The next meeting is Wednesday, March 26, 2014 at 5 PM.

Waterville Estates Village District

March 26, 2014

Minutes

I. Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, and Clerk Barbara LaJeunesse.

II. Mike made a motion to accept the minutes as corrected from the WEVD February 26, 2014 meeting. Harry seconded. All in favor.

III. F&B Manager/Organizational Restructure --

Corey reviewed the salaries for the current and speculative positions to show what can be done with the redistributed dollars from the exit of the F&B and Activities Supervisor position. An assistant service manager, who would be able to supervise and make decisions in Corey's absence and on weekends, could be hired, as well as a part-time manager and a part-time events lead at virtually no additional cost.

IV. Old Business

A. Rte. 49 signage -- Corey is having trouble getting a response from the town and the DOT about putting the sign on state's right of way property near the Campton dam.

B. Hammerhead on Forest Drive -- We are working to finalize with the Campton fire chief and Planning Board prior to committing to the property owner that the job will be done, and we will try to keep the cost to \$10,000.

V. New Business

Waterville Estates Signs - The cost of all the new signs with our new logo came to \$40,000. Mike made a motion that the VD will contribute \$18,000 to the cost of the signs if the WEA will include commercial LED lights on three of the signs. Harry seconded. All in favor.

VI. The annual meeting is on the Saturday before Easter, April 19, 2014 at 10:00 AM.

Mike made a motion to adjourn at 6:30 PM, Harry 2nd. All in favor.

Meeting moved into Executive Session.

WATERVILLE ESTATES VILLAGE DISTRICT
2014 ANNUAL MEETING
April 19, 2014
MINUTES

Samantha Ciaston called the meeting called to order 10:07 AM.

Samantha started the meeting by introducing Commissioners Lloyd Willey, Michael Baumann, and Harry Learned, and Corey Smith, General Manager.

Corey Smith started the meeting by reviewing the 2013 expenses and talked briefly of the lot owner change from 2013 and its effect on the tax rate. Campton is 40% and Thornton is 60% of the dues adjustment. The 2013 Rec. Fund ended the year \$40,000 below budget.

The Town of Campton is in the second year of a five-year paving plan.

Corey went over the 2014 large projects and where they stand: Back-up power for the water system and the community center.

Corey talked about James Campbell, Food & Beverage, and Michael Bleustein, Head Cook leaving and the restructuring of that department's staffing for 2014.

There was a question about how many days the ski area was open and the funding of the ski area. Corey answered that the ski area was open 55 days, 30 days more this year due to the good snow we received. It had started out patchy, but then we received good snow after that which allowed the ski area to be open up until a week ago. It had been budgeted to have a \$1,000 per day allocation to help fund the operations. There were 3,365 tickets were sold this year. Corey talked about how the ski area is an asset and it adds to the home values. An amount of \$30,000 has been committed for supplement if needed.

A Waterville Estates brochure is being produced, and we will be having an open house for realtors to pass them out.

Lloyd Willey talked about the paving that was done in 2013 and that the Town is on the second year of a five-year paving phase plan. The lower part of Winterbrook Road is planned for 2014 as well as Pond Road. Lloyd said about half of the roads in Waterville Estates are owned and maintained by the Towns of Campton and Thornton and we've been trying to get them to pave the roads within Waterville Estates. It has been two years, and they are almost done.

Samantha Ciaston read the warrant articles:

Warrant Article 1:

To choose one Commissioner for a three-year term: a Moderator, Clerk, and Treasurer for the ensuing year.

Harry Learned was voted in for the three-year term of commissioner. The vote was unanimous. Samantha Ciaston was voted in as Moderator for a one-year term. The vote was unanimous. Barbara LaJeunesse was voted in as Clerk. The vote was unanimous. There were no candidates for Treasurer, so that position will remain unfilled.

Warrant Article 2:

To see if the District will vote to raise and appropriate the sum of one million five hundred fifty four thousand nine hundred five dollars and no cents (\$1,554,905.00) to fund the remainder of the 2014 operating budget with an offset of three hundred ninety eight thousand five hundred eight dollars and no cents (\$398,508.00) to come from the unreserved fund balance.

Lloyd discussed how the Commissioners have reviewed the budget numerous times to insure they have thought of everything. There were no questions. Article 2 was voted on and approved unanimously.

Warrant Article 3:

To see if the District will vote to raise and appropriate the sum of one hundred eight thousand nine hundred fifty dollars and no cents (\$108,950.00) to purchase a truck for the Road Department and mower/snow-blower.

Article 3 was voted on and passed unanimously.

Harry Learned added that in the 38 years he has been to the annual meetings, this year was one of the smallest in attendance. The low turnout is an indication of how well things are running; the figures show it as well, and we have had less complaints.

Harry added that the tax increase was the first one in 14 years by the Village District. There was a brief discussion that followed on the dues restructuring.

The meeting was adjourned at 10:20 AM

Waterville Estates Village District

May 15, 2014

Minutes

- I. Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, Clerk Barbara LaJeunesse, and guest attendee Harry Bertino.

- II. Mike made a motion to accept the minutes from the April 19, 2014 meeting. Harry seconded. All in favor.

III. Financial Report

Corey reviewed the income from the town taxes, insurance payment due to the burst frozen pipes, and other miscellaneous income, and reviewed the expenses vs. budget. We are where we expected to be at this time. Judy mentioned we broke out all of the building costs so we can better track them.

IV. Old Business

- A. Pool Update – We are at \$78,119 for spending so far on the pool. The mahogany that was previously horizontal does not work well due to heavy weather damage, so we refinished it and will use it on the vertical instead. The tile is in place and ready for plastering. That should be done by the end of June. The new sound system is mostly installed. There will be ten Bose speakers set strategically around the pool area so that they don't have to be loud for all to hear.
- B. Goose Hollow Realty Trust Property – The town owns the property, and it is scheduled to be auctioned off on July 11. Based on the Buckholtz case, our attorney is confident our lean of \$100,000 will be upheld.
- C. Hammerhead update – We got an agreement with which everyone came to terms. The building permit has been approved and building will start sometime this summer.
- D. Insurance – Frozen pipes burst in the lower level of the Community Center – Repair and replacement of carpet is going nicely but slowly. It should be done in two weeks.
- E. Signs Update – Corey showed a mock up of what the new signs are going to look like with our updated logo. They are all ready to go and just need to be put up.

- F. Website Update – the new website is up and running. Kudos to the website committee.
- G. Organization Changes – several ads were put out for the new hires, but we got no response until recently. We started a new maintenance person who has been working out very well so far. Cleaning has been an issue this year. We only had one application so far for that position. The hospitality position for weekends search hasn't been successful yet either. For food service, it makes sense for us to be able to just hire one catering company on an as-needed basis for the 5 months a year we need them rather than hire someone for year round with benefits. We have contacted Sodexo, Contigiani's Catering, the Common Man, Nexdine, and Tony's Italian Grill & Pub. Tony's and Sodexo are the best possibilities. We nominally agreed to have them do the Memorial Day food needs.
- H. Waterville Birches – Corey indicated that if something happened where Tom Avalon could not finish the road, the District would not be stuck with building it. Corey feels that the people who will be living on that road deserve to have the road done to Town specifications so that the Town is responsible for maintenance on the road. If the road isn't paved up front, Corey is concerned that the Town will not accept it as a Town spec road and then the District would be responsible for maintenance. Corey suggested we get a meeting together with the Building Committee and WEVD Commissioners to better understand the water requirements for the future phases of Waterville Birches.

V. New Business

- A. Water Systems Issues – We have had several breaks and issues. Our water treatment needs more attention. We need to get better at controlling the chlorine level. We got new pumps and a new chlorine system. The chlorine, lead, and copper levels are now stabilizing. Corey feels comfortable that we have been proactive, and we are under control right now.
- B. New Mower – The model was expensive, but it is a quality item that does what we need it to do; and we will have it for many years to come.

Vi. No further business – Lloyd called for adjournment at 7:00 PM. All agreed.

Vii. Meeting moved into Executive Session.

Waterville Estates Village District

June 25, 2014

Minutes

- I. Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Mike Baumann, Harry Learned, Clerk Barbara LaJeunesse. Guest attendees: Harry Bertino and Arnold Goodman.
- II. Lloyd made a motion to accept the May 15, 2014 meeting minutes. Harry seconded. All in favor.
- III. Financial Report – Lloyd met earlier with Corey to go over our expenditures. When we take into account the change in staff, the financials look good so far. With Sodexo coming in the 2nd half of the year and the staff reduction affecting the first half, this year's numbers will be an anomaly. Due to the banner number of days the ski area was open this winter, the net was a cost of about \$12,000 due to the added expense of entertainment and added staff. Lloyd said nothing looks out of line on the District side of the financials. Corey mentioned several recent expenditures in the Community Center kitchen for upgrades that needed to be done to get ready for Sodexo.
- IV. Old Business
 - A. Pool Project Update – The pool is virtually done. The plaster has to cure a bit more under the water before the heat can be turned on. Corey hopes to turn the heat on next Tuesday to be ready for the July 4th weekend.
 - B. Goose Hollow Realty Trust Property Update – Scheduled for July 11 auction at the Town Hall. The objective is to get this property into the hands of someone who wants to improve it. Corey will get the information out to the membership on the issues involved with the property. If no one buys it, the Town will deed it over to Waterville Estates for \$1.
 - C. Hammerhead update – We are on hold to do our part of the roadwork until the work being done on it now is finished.
 - D. Insurance – Frozen Pipes – Corey said the things that have been done have been done well, but there is still work to be done that is not happening as soon as he expected. The carpeting might not get done now until after the summer.
 - E. Signs Update – The signs are being worked on. Our attorney drafted an agreement for the Town of Campton for our sign request on Rt. 49. The NH State Department of Transportation requires the request to come from the

Town. The Commissioners all signed the agreement draft. Corey will give it to the Selectmen.

- F. Food Operations – Corey thinks that paying for catering is not the way to go, but instead we should pay the food service their cost plus 20%.
- G. Major Projects Update – Corey asked if the work could start on the back of the building cement without being disruptive to the summer activities. The Commissioners agreed if the workers would tape off the work area and clean it up every night before they leave, there would be no reason not to do it. Corey mentioned that work is going to be started on the basketball court tomorrow.
- H. Waterville Birches Phase III – Corey said Tom Avalone is now more agreeable with paving the road.

V. New Business

- A. Paving – Due to rising fuel costs, the asphalt cost is going to be higher, as well; so it behooves us to get the paving of some more of the overlays done sooner than later. Lloyd will get some bids on paving ASAP. We also want to pave the parking lot, and Lloyd asked when we want to do that. It was agreed that it makes sense to wait until the power line is buried if we decide to do that. We could conceivably bury the pole in the fall, so we would hold off on the paving until next year. The Town is scheduled to pave the lower end of Winterbrook and Pond Rd. this summer/fall.
- B. Water Systems –the chlorine and ph treatments have not been working like we want them to due to an unknown change in our water. Corey is working with Lakes Region Water to try to figure out the situation.

VI. Next meeting was set for 5:00 PM, Wednesday, August 13, 2014.

VII. Lloyd called for adjournment at 7:17 PM. All agreed.

VIII. Meeting moved into Executive Session.

Waterville Estates Village District

September 3, 2014

Minutes

- I. Lloyd called the meeting to order at 5:05 PM. Attendees: Corey Smith, Lloyd Willey, Harry Learned, Mike Baumann (via Skype), Judy Kinney, and Clerk Barbara LaJeunesse. Guest attendee: Harry Bertino.
- II. Harry L. made a motion to accept the June 25, 2014 meeting minutes. Mike seconded. All in favor.
- III. FINANCIAL REPORT – Corey reviewed the budget, and several adjustments were made for accuracy. There were some unexpected expenses and some budgeted items that we decided to put off until next year, such as the new well that was budgeted for \$90,000. Bottom line is we have \$56,700 overage at this point to hold as a cushion. We have no emergencies right now and we are in good shape.
- IV. OLD BUSINESS
 - A. GOOSE HOLLOW REALTY TRUST UPDATE – The property auction resulted in a Waterville Estates landowner buying the property, and it is looking like it is turning into a good situation. They are working on the septic system now and should not run into any problems.
 - B. HAMMERHEAD UPDATE – We have stripped the trees and are hauling them to the shop for firewood. We'll be working on it whenever we can along with the construction work up there. It is not going rapidly, but it's moving along.
 - C. SIGNS UPDATE – WITHIN WATERVILLE ESTATES - Most of the signs are up with the exception of a few things that got postponed due to other more immediate work that needed to be done. We will probably not finish the landscaping around them due to the short season remaining before the snow falls.
 - D. SIGNS UPDATE ALONG RT. 49/175 – The Town has denied us from putting a sign on 49 in the highway right-of-way as it is not "vital information for the motoring public." They did say we could put one up outside the town right-of-way land. As a result, we are looking for land somewhere along the road or find a sign that already exists we may be able to use.

- E. **WATER SYSTEM** – A lot of work has been done at the ski bowl for the holding tanks for the chemical treatment of the tanks.
- F. **BACKUP POWER GENERATORS** – Discussion took place about which bidding company we should go with to install the backup power generators at the water pump houses and at the Community Center. Lloyd expressed concern that this be done ASAP before winter. Corey's recommendation is to go with RNG Electric for their close proximity. Response time would be about 20 minutes.
- G. **PAVING** - Lloyd received bids from Bryant Paving and GMI. Both were far in excess of our budgeted \$80,000 because extra roads were included in the bid to determine cost estimates for 2015. The most economical course to take was the Bryant paving bid for \$86,590, completing all the roads requested except the overlay of Summit. The corresponding bid was \$106,000 for the same roads. The paving is scheduled to be started Sept 17-18 and completed within a week's time.

The roads to be graded, compacted, and paved are: Lower Reservoir 294 linear ft. intersection of Isaax Fox 7,056 sq. ft.; Summit 1,009 linear ft. Roads to overlay: Taylor 1,700 linear ft.; Taylor/Weetamoo intersection 139 linear ft.; and David Thompson 616 Linear ft.

Roads to be shimmed only: Isaax Fox to 1,607 linear ft. to Reservoir.

- H. **ROAD STATUS** – The Town of Campton completed the paving on the bottom of Winterbrook as well as the lower half of Pond Rd. Next year the Town projects to pave most of Donovan Farm Rd. and the small piece of Winterbrook near Summit. Lloyd is trying to get them to include the full intersection of Winterbrook, Donovan Farm, and Goose Hollow. In 2016 they will hopefully finish Winterbrook.

The next Town priorities we will work for is an overlay on Summit and then a rebuild of Goose Hollow.

- A. **ORGANIZATION CHANGES** – we don't have enough information yet this year to make a decision, and it is up to the board to make these decisions.

V. NEW BUSINESS

- I. **RULES FOR SPEAKING AT A VILLAGE DISTRICT MEETING** – If people have an issue they want to be brought to the attention of the Village District, they need to give at least a five-day advance notice as to what is going to be discussed. This applies to regularly scheduled meetings. Mike made a motion that the District establish meeting rules that call for the agenda to be posted on the web before the meeting. Harry seconded. All in favor.

- B. **EVENT/FUNCTION BUS** – Discussion took place as to whether we should have a used bus to provide transportation to events in Waterville Valley, Plymouth, or other locations. Judy looked into what insurance we would need for that. We could have a volunteer driver, but the coverage would not be as good, and there would have to be a driving record done for the driver. No decision was made, but the District would be open to further discussion about it with the Board.
- C. **DAM BREAK** – Our pond dam break was a big story that ended up on the WMUR-TV news. The water overflowed across Winterbrook Rd. for two days; but thanks to the Campton Fire Department, they were able to use their trucks to pump the water down to the lower pond. This was all due to a blockage in the underground pipes from beaver dams.
- D. **TAX RATE** – We recommended to not apply the surplus to the tax rate. The taxes will remain the same.
- E. Guest Harry Bertino asked about our handicapped access and wanted to bring to the District's attention that he looked into the Federal HP rules and determined that the Community Center is required to uphold the federal requirements. Some discussion took place as to what changes would be required to bring the building and pool area to bring them up to code. The HP parking at the Comm. Ctr. is installed.
- F. **Notifications of Village District elections.** Harry B asked that they be posted. Lloyd said the elections are the first order of business at each annual meeting the beginning of April. Judy said the state requires two posting locations prior to the elections. She puts them in three places: web site, the board outside, and the inside board in the Comm. Ctr.

VI. Set next meeting was set for Wed, October 8, 2014

VII. Lloyd called for adjournment at 7:05 PM. All agreed.

VIII. Meeting moved to Executive Session

Minutes taken by Barbara LaJeunesse, WEVD Clerk

Waterville Estates Village District

October 8, 2014

Minutes

- I. Lloyd called the meeting to order at 5:01 PM. Attendees: Corey Smith, Lloyd Willey, Harry Learned, Judy Kinney, and Clerk Barbara LaJeunesse. Absent: Mike Baumann. Guest attendees: Harry Bertino, Mark Melanson, Barry Stafford, Mary O'Brien, Art Marks, Matt Buyer, Ann Verow, Tom and Chris Avalone, and Jim Murphy.
- II. Harry L. made a motion to accept the September 3, 2014 meeting minutes as corrected. Lloyd seconded. So approved.
- III. Since there were so many guests present, Lloyd asked them if they had any particular concerns before we got started. Ann Verow asked if there are any plans to pave Goose Hollow. Lloyd mentioned that road is owned by the Town of Thornton, so the best thing to do is report any dangerous condition or safety hazard to the Town of Thornton. Thornton puts less money into paving then Campton, so it is difficult to get them to do the paving for their Town-owned roads.

Harry Bertino asked again about the district meeting notices being posted, particularly for the Annual Meeting in April 2014. Judy reiterated the meetings are always posted on the website, at the ski area, and the Comm. Ctr. lobby, and now on the sign at the end of the walkway. She concluded by stating that notification of the Annual Meeting had to be sent and was sent to the State. The WE Commissioners also verified that the Annual Meeting notice was posted. Mr. Bertino then said Harry Learned said at the Annual Meeting, "This was the lowest turnout we have ever had and it was because the meeting was not properly posted." Harry Learned objected and said he did say it was the lowest turnout but unequivocally denied ever saying that the meeting wasn't properly posted. Mr. Bertino persisted in asking the same question as to whether the meeting had been posted even though the two Commissioners, Corey Smith, and Judy Kinney all had already stated it was. Lloyd asked that Mr. Bertino wait until after the meeting to continue the conversation as it was taking far too much of everybody's time on a question that had already been answered and we had a lot to cover. Harry Bertino insisted that he was bringing this up because he learned from the meeting minutes that the taxes went up and he wasn't there at the meeting. Lloyd explained, as was explained at the Annual Meeting, that was the first tax increase in 14 years. He also explained that the increase was discussed in great detail at the Budget Hearings prior to the Annual Meeting. When Mr. Bertino persisted in his recriminations of the Annual Meeting procedures, Lloyd said all of Mr. Bertino's issues would be discussed as appropriate after the Executive Session.

- IV. FINANCIAL REPORT – Corey reviewed the financials. He explained that we're making some capital expenditures now to prepare for the expansion of both the kitchen at the ski area and at the Comm. Center. Mark Melanson asked why we are expanding the kitchens instead of

designing our menu based on the area we have. Mark has many years of experience in the restaurant business and offered his help with planning. Corey gratefully accepted and then went on to explain further our need for serving space in the kitchen.

Bottom line of the Financials is we have \$367,000 surplus now, which will carry us through the remainder of the year.

V. OLD BUSINESS

A. **HAMMERHEAD UPDATE** – Corey said we had some washout due to the heavy rain recently, but it was fixed. It is coming together nicely. Ray is working around all the construction work that is going on there and is doing a great job. We need to let it sit through winter then pave it next year after it is settled.

B. **WATER SYSTEM** – We did fusion pipe from Winosha to Chapman. Now we will watch from Chapman to Timber to see if we get more breaks. If we keep getting them, we will replace the pipes. Corey thinks there may be a hydrology change that is causing the breaks.

We've been doing work at the ski bowl. We reengineered the chlorinization system to fix the problem we had in the spring. This included expanding the pump house and putting in a new line.

C. **PAVING – NEXT YEAR'S COST** – As part of the 30-year plan, we have \$75,000 allocated for paving next year. The Summit overlay needs to be done or we will lose the road. We need to do some repair work on the shoulder of upper Pegwood. Upper Reservoir needs some work and paving. After this we will have paved most of the 11%-grade roads which has made plowing in the winter much better. Corey mentioned that we need to look at Ryan's Circle as well.

D. **BACKUP POWER GENERATORS** – The electrician who was working on this project recently passed away which put a stop on our progress. R&G is still planning on following through with the five generators to be built, but there will be a delay. Corey is sorting out the problem. He explained we put a stop on the building of the generators until we know how they will be installed.

E. **HANDICAP ACCESSABILITY** – We've been talking about becoming more aware of handicap accessibility for some time ever since the issue was first raised when we were looking at the pool expansion last year. As part of the initial planning for accessibility to determine costs, Corey has been exploring egress to the third and fourth floors of the Center. This would include getting a lift to get up to the upper floors. Corey contacted a company in Concord, and they came up with a location in the building for a "LULA" lift which would give people access to the upper three floors. We still need to be able to have access to the lower level. Lloyd would like to get started on some part of making the Center accessible even if we can't afford to do everything that we will eventually have to do. The cost of the lift (not including the

outer structure) would be about \$72,000 with an additional \$30,000 for the lower level. Corey suggested since there's a lot to be done, we get a consultant to come in to assess all the needs the building. Barry Stafford volunteered that he knows someone in Massachusetts but would ask around to see if he can find someone closer who could give us guidance. Harry Bertino suggested that we should involve the Justice Department since they are the authority. Corey explained that he thought that while the ADA Law was a Federal Law, the Enforcement of the Codes was left to the States and the better approach would be a local consultant knowledgeable about the State requirements. Corey offered we need to get a better handle on the scope of the issue. Lloyd offered that once we have some idea of cost, we can work it through the budget process which will be ongoing in the next three months. What has to be done to accommodate actual users of the building would be given priority in any comprehensive plan for compliance that is eventually developed.

- F. HVAC – Corey met with Steven Babbin regarding hydrology of heating/AC units. Steven is very knowledgeable and mapped out our system in AUTOCAD. He discovered some issues with our HVAC unit. Basically, the water is not flowing in the direction it is supposed to. Steven will be available sporadically for oversight, but the physical work is mostly plumbing.
- G. REC CENTER/SKI AREA KITCHEN EXPANSION – Conceptual at this time. At the ski area there isn't a lot of space to work with especially around the bar area. Mark Melanson suggested that instead of expanding the kitchen, we simplify the menu to work with the area we have. Mark said runners would resolve the small work area issue. Corey asked Mark if he would be willing to meet and talk about our options. Mark agreed, and Corey is looking forward to getting Mark's expertise.
- H. CARPETING – The remainder of the carpeting is going to be \$7,300. Corey will get back to the Commissioners about using a higher quality carpeting for the area going out to the horseshoe playing area that would hold up better.
- I. 2013 WINTER PIPE FREEZE STATUS AND RESULTS – The ceiling repair caused by the freeze is complete. The job came in under budget. Kelly Bulger, the project manager, gave us a bill of zero dollars due to his not being able to devote the time to the project that he'd wanted as he was working on the Blair Bridge project at the same time.
- J. SODEXO COST – Year to date we are about \$30,000 over in expenses compared to this time last year; but from January-May, we had two additional full-time benefitted positions that we don't have after that. Corey's prediction for the Sodexo cost for the remainder of the year is that we will be within \$10,000 overage. Mark suggested that instead of using Sodexo, we could simplifying our menu and train our own staff.
- K. SKI AREA OPERATIONS FOR 2014/2015 – We've replaced several bearings on the chairlift. We need to keep our aging chairlift maintenance up to keep it safe. We have obtained several parts from Waterville Valley that we have in storage. The septic

system has been good for the weddings this summer with no issues. The Board voted to buy a new groomer. Harry Learned noted that the stairs need to be replaced on the rope tow side. In view of handicapped access, it was suggested that maybe a removable ramp would be appropriate in case we add a deck on that side next year. Also the outside trim is being painted. Corey will check the status of the stairs.

VI. NEW BUSINESS

- A. FIREWOOD SALES – The estimated date for the remainder of the wood delivery is this weekend. The quality of the wood received so far has been excellent.
- B. FACEBOOK POLICY –We need to write a comprehensive policy regarding the appropriateness of any of the Commissioners posting policy matters on Facebook as it is not in compliance with our regulations.
- C. DRA SCHEDULE REVIEW - Judy put together the schedule for 2015 which is as follows: A discussion on the warrant articles will be on February 20, 2015; a hearing no later than March 25, 2015; posting of warrant articles April 4, 2015; and a tentative date for the annual meeting April 18, 2015.

VII. Next meeting was set for Wed, November 19, 2014, at 5 PM.

VIII. Lloyd called for adjournment at 7:17 PM. All agreed.

IX. Meeting moved to Executive Session.

X. Minutes taken by Barbara LaJeunesse.

XI. Executive Session opened at 7:25 PM.

XII. Judy Kenney laid out changes to Employee Health Insurance plans for 2015 for Commissioners' considerations. The Commissioners accepted her recommendations

XIII. The Executive Session was adjourned at 7:35 and the public meeting was resumed at 7:40 PM for hearing Harry Bertino's comments concerning matters of his concern.

His concerns were once again a reiteration of the Annual Meeting Posting and about ADA compliance and a general complaint that the management of WEVD and WEA wasn't very good.

The discussion became a bit heated due to accusations made by Mr. Bertino of mismanagement by Mr. Corey Smith and misrepresentations of Harry Learned's Annual Meeting comments by Mr. Bertino. The meeting was adjourned without resolve except that Mr. Bertino would submit further comment in writing for consideration at the next District Meeting.

The meeting adjourned at 7:50 PM. Minutes taken by Lloyd J. Willey.

Waterville Estates Village District

November 19, 2014

Minutes

- I. Lloyd called the meeting to order at 5:00 PM. Attendees: Corey Smith, Lloyd Willey, Harry Learned, Mike Baumann, Judy Kinney, and Clerk Barbara LaJeunesse.
- II. Harry L. made a motion to accept the October 8, 2014 meeting minutes as corrected. Mike abstained as he was not at the entire meeting. Lloyd seconded. So approved.
- III. OLD BUSINESS
 - A. WATER SYSTEM – The ski bowl work is close to being done. Upgrades to the automation system are complete.
 - B. BACKUP POWER GENERATORS – We have all the sites prepped and generators ordered.
 - C. HANDICAPPED ACCESSABILITY – Corey has been working on getting some ADA consulting. There is someone in Plymouth who might help us. Lloyd said the cost of the renovations would be approximately 1/10th of our total budget, so he suggested we have a long-term planning committee to decide what we do first. Lloyd offered to serve on that committee as well. Mike asked if there is grant money available. The chances are probably slim that our facility would get grant funds, however this is something the committee could look into.
 - D. FIREWOOD SALES – The 40 cords we purchased have all been sold. We sold an additional seven cords after that. We have thus far had no complaints about the quality of the wood. Corey thinks next year we should purchase 50 cords. Tom Avalon thinks the service has worked out very well.
 - E. FACEBOOK POLICY – Due to Right to Know Laws and established public meeting standards, WEVD officials, WEA Board Members, and management will not respond to public criticism or debate on public matters via Facebook. Matters of public policy that are discussed on social media will be acknowledged by the general manager and referred to public meeting forums.
 - F. SKI AREA UPDATE – Things are going well. The chairs and grips all passed inspection. Painting has been done. We bought a groomer and a tiller, so we can have better ski conditions. Sodexo is not able to do the food service this winter, so Corey has been talking with three different prospects. We're looking at the interior structure to see what changes need to be made to make the kitchen bigger and the bar longer.

IV. NEW BUSINESS

A. BUDGET

- i. RECONSOLE END OF YEAR CIF CHARGES – Corey made a list of improvements and expenses that the District spent that totaled \$79,945.89.
- ii. DISTRICT OFFSETS TO THE REC. FUND 2014 – Each year the Waterville Estates Board comes up with a list of activities they want to run and asks the Village District to cover some of the expenses over and above the dues moneys. To this date the VD supplements the ski area \$30,000 per year (\$1,000/day for 30 days) and established a rainy day fund of \$10,000. We also supplemented the dues of the land-only owners after we changed the rules for the dues structure – which came to \$53,000. Even with that supplement, the Board expenses have been going up and there hasn't been an increase in dues for several years, so the costs were greater – over \$84,000 short of the planned supplement. We have supplemented some of the costs by doing more weddings; however we cannot do them in June, July, and August.
- iii. 2015 PROJECTED BUDGET – Our recommendation to the board is that if we continue doing the same thing, we will be operating at a loss of \$36,305 unless we bring in more income, such as increase the ski tickets cost or annual dues. Corey said we are in this situation because we haven't raised the dues to reflect the cost of living increases. We need the board to appoint a board member to sit on the long-range planning committee to look to increasing revenues.
- iv. REALLOCATION OF SHARED EXPENSES TO THE ASSOCIATION FROM THE DISTRICT – One half of the administrative assistant's salary and benefits were split between the WEA and the VD budget.
- v. PAVING – The planned paving will have to be less than we anticipated because of the extra \$80,000 we had to pay to the Association. The sections that will still be paved are Hammerhead at top of Taylor, small parts of Pegwood, Ryan Circle, and some handicapped parking at the Community Center. The original allocation for paving that was \$76,000 will be \$8,000 instead.

- V. Next meeting was set for Wed., December 17, 2014, at 5 PM.
- VI. Lloyd called for adjournment at 7:04 PM. All agreed.
- VII. Meeting moved to Executive Session.

Waterville Estates Village District

December 19, 2014

Minutes

- I. Lloyd called the meeting to order at 5:02 PM. Attendees: Corey Smith, Lloyd Willey, Harry Learned, Mike Baumann, and Clerk Barbara LaJeunesse.
- II. Lloyd made some corrections to the joint meeting minutes on November 22, 2014. Mike made a motion to accept the corrected minutes. Harry seconded. All approved. Harry made a motion to accept the minutes from November's WEVD meeting. Mike seconded. All approved.
- III. **MANAGER'S REPORT**
 - A. **WATER SYSTEM** – We are about 90% done with the project. Corey met with the engineer, and he will let us know what needs to be done next.
 - B. **BACKUP POWER GENERATOR STATUS** – Corey has not yet heard back from the generator producer. The pads are all poured, the conduits are done, so we are all ready for them.
 - C. **ADA Study** – Tabled until we can talk to an ADA specialist.
 - D. **SKI AREA UPDATE** – Most of the maintenance is done. The open hours have changed to accommodate the busy times. The day schedule will be 11 AM – 4 PM. Evenings will remain 5 PM – 10 PM. Steve and Val will be doing the food. Tom Powers from Mad River Tavern will also help out in the winter. Steve is putting together a simpler menu. We will try to do a weekend breakfast including Val's great pastries. Mike Hering suggested we have food specials on weekends.
 - E. **HVAC UPDATE** – We've installed new boilers, but there are a number of things that still need to happen. Emerson Swan has done some preliminary checking of the system and will give us a report on everything that needs to be done to bring our outdated system up to speed.
 - F. **ARCHITECTURAL PROPOSAL** – Discussion took place about architectural changes to the facility, but the decision was made to table it at this time.
- IV. **FINANCES**
 - a. **FINANCIAL UPDATE AND YEAR END NEAR TERM PROJECTION** – We are in good shape at this time in the fiscal year. Corey pointed out that with the two full-time food staff members leaving mid-year last year and replacing them with outside food services, our bottom line was approximately the same.

- b. **BUDGET PLANNING FOR 2015 UPDATE AND BUDGET HEARING SCHEDULE** – The Waterville Estates Board is not going to be able to pay the Village District enough money to operate without either increasing the dues or lessening the services. Mike Mahoney is going to be presenting the issue at the annual meeting in January. Until the VD knows what moneys we will get from the Board, we will not be able to put together our budget.
- c. **TAX REVENUE STATUS AND BANK LOAN FOR TAX RECEIPT DELAY** – the Town of Campton tax bills have not yet gone out, and the due date will probably be Jan. 31. Because of this, we need a short-term loan for \$250,000 until the end of February. Lloyd made a motion to approve the temporary bank loan from Northway that will be payable by February 28, 2015. All approved.
- d. **APPOINT TREASURER** – We needed to appoint a temporary treasurer to sign for the short-term loan. Mike made a motion to appoint Barbara LaJeunesse. Harry seconded. All approved. Barbara will now serve as temporary treasurer until the April meeting.
- e. Lloyd set the date of the Long-Term Planning Committee to Jan. 10.

- V. Next meeting was set for Wed., January 21, 2014, at 5 PM.
- VI. Lloyd called for adjournment at 6:45 PM. Harry seconded. All agreed.
- VII. Meeting moved to Executive Session.