

Waterville Estates Board of Directors Meeting Minutes for December 5 2015

E-Mail Actions since last BOD meeting

- Thank you letter sent to Campton Safety Department thanking them for all the assistance provided. Approval to send letter approved by all responding members.

Joint Board Meeting called to order at 9:04 am in Summit Lounge.

Board President, Vice President, Treasurer, and Secretary were present.

Present at the meeting were;

Paul Axelrod, John Chase, Samantha Ciaston, Ed Culver, Chris Fagas, Mike Hering, Mike Mahoney, Brent Smith and Art Marks.

Also Present were;

Harry Learned, Lloyd Willey, Mike Baumann, Ann Verow

Also present, Corey Smith and Judy Kinney.

Lloyd Willey started the meeting. Announcing a joint Board of Directors and Village District public meeting.

Corey Smith Financials

Discussed past year expenses and projected monies. Expecting to come in slightly under budget due to changes made with food and beverage personnel hiring and change of monies for one full time employee.

Long Term Planning

SKI area – Build ADA access ramp, move bathrooms. Monies from CIF is participating.

Elevators – assessing cost, monies for next year engineering study. Monies is being put away now for this project.

Well Projects – Better access needed at well head protection area. Need to acquire easement.

New Outside furniture, ski area furniture.

Another Pool accessible lift. Possible Pool cover

\$75000 for paving.

New storage tank engineering for Weetamoo Drive

Lap pool plastering.

HVAC Repairs \$60000 in Ladies/Mens locker rooms.

When the contractor was available to do the roof it rained for most of 2 straight weeks. Roofing at Rec Center was postponed.

SKI lift cable needs replacing in 2016.

Tennis court surface repair/resurface to second court pushed to 2018.

Possible Fitness center future work in 2020, projected cost \$100000.

Lloyd Willey/Judy Kinney 2015 Projects review

Finished carpeting except one area.

Siding in back nailed down. Painted.

Generators installed, completed 2 year project.

ADA, pool lift, one planned purchase for inside.

ADA / Family changing area completed. Includes sauna. Done in budget.

Tennis court painted by residents. Resurfaced one court with plastic material.

Access walkway to adult pool.

Flowers outside pool area and around center.

Improved Handicap parking spaces.

Road paving completed.

Snowood Drive water line replacements.

Corey Smith in particular was commended for his outstanding performance during the year. He and the Staff were given a round of applause by all Board Members and Commissioners.

Lloyd Willey commended the staff for exceptional work

Paul Axelrod reiterated the exceptional job of staff.

Corey Smith commented that member volunteers helped greatly in 2015

Lloyd Willey Budget projections for WEA to WEVD for 2016

Corey Smith Reports

Big difference on 2015 to 2016 budgeting increases on wedding projections.

Invest in a full time food and beverage, events coordinator.

12 weddings booked in 2016.

Due to workload with several existing projects some staff will be full time.

Security person/entity to help oversee events.

Need additional cleaning services/staff.

Harold Bertino had a few questions regarding monies for additional staffing.

Lloyd Willey said the liquor commission, sent notification of a hearing. Awaiting date/time.

Jim Murphy inquired on best or worst case outcome from liquor commission decision.

Lloyd Willey reports it is unknown.

Motion to adjourn. BOD and VD adjourns to Joint executive session. Motion passed.

Public meeting returned to session.

Brent Smith spoke of the following member concern;

"The Board of Directors has received correspondence from Mr. Kennedy concerning minutes of September 2015. We are going to strike the word "others" from the statement that Mr. Kennedy and 'others' filed a complaint with the liquor commission.

The Board also received correspondence from Mr. Kennedy alleging retaliation by Corey Smith. Of this issue, the board unanimously agrees that there was no retaliation.

Violations – Samantha Ciaston

Summit Dr. propane tanks were covered correctly. – Issue resolved

Building Committee – Mike Hering

A couple applications for home maintenance.

One tree cutting requested. Permit not needed.

Long Term Planning Committee – Corey Smith

Previously discussed

Wedding Update - Art Marks

12 weddings for next year.

Items bought for weddings are capitalized (china, linens)

4 wedding brought \$20,000 in profit.

Treasurer Report – Samantha Ciaston

Account balances reviewed from meeting packet.

It was reported that Waterville Estates is only owed \$1606 from dues.

Managers Report –Corey Smith

Income over stated by \$17000, to be corrected.

SKI area state inspection done. New state requirement states we need to have an auto deploying brake to prevent roll back. State inspector has a less expensive option. Ski lift cannot open till brake issue completed. Rope tow will open when snow arrives pending need.

SKI area web site from total scope in progress.

SKI season passes are available.

New cook at ski area will work only part time in winter. This employee works at the Tree House restaurant in summer.

Ski area dish washer broken, may need to be replaced.

ADA

Parking areas are marked.

Housing and Urban Development may be brought in to assist/inspect compliance.

Generator startup test due soon.

Spare generator may be moved to Pegwood Rd communication station.

Water line break on McLaren Rd corrected.

Member Survey

Corey Smith reiterates that this is a non-scientific survey. It is an initial attempt to serve as a guide to future planning and member wishes.

143 responses. Report to be posted on web site.

Not all responses are from owners, some are from people who do not live in the Estates

Jim Murphy wanted to discuss snow making at ski area. Discussion ensued.

Art Marks discussed how snow making would add to predictability of revenue.

Old Business

Paul Axelrod discussed dues adjustment. Annual meeting will have a proposal to increase dues on an annual basis based on COLA increase with a 5% cap.

Budgetary methods and dues increases were discussed in length by BOD and members attending.

Home Owner Corner

Harry Bertino inquired on dates on long term planning and budget committee meeting dates.

Motion to adjourn was made and approved.

Waterville Estates Board of Directors Meeting Minutes for September 26 2015

Regular Board Meeting called to order at 8:56am in WE board room.

Board President, Vice President, Treasurer, and Secretary were present.

Present at the meeting were;

Paul Axelrod, John Chase, Samantha Ciaston, Ed Culver, Chris Fagas, Mike Hering, Mike Mahoney, Art Marks, and Brent Smith.

Also present, Corey Smith and Judy Kinney.

Motion to accept minutes from last meeting. Motion Accepted.

Samantha Ciaston - Violations

- Hodgeman Hill, Send a letter to owner to remove items from property or fines of \$100 per day will begin on November 1, Unanimous Vote by Board of Directors.
- Winterbrook Rd., Send a letter to owner to remove items from property or fines of \$100 per day will begin on November 1, Unanimous Vote by Board of Directors.
- Summit Drive, Send letter to owner to hide propane tanks from view or fines of \$100 per day will begin on November 1st, Unanimous vote by Board of Directors.

Mike Hering - Building committee

- Low permit requests
- Weeping Birches section of road that exceeds 10% grade. Recommendation to Village District to have builder flatten grade. There is discrepancy at Town level regarding permit and grade. Village District may be responsible to maintain road. Issue in negotiations with all parties.

Brent Smith - Entertainment

- Columbus Day event planning to take place.

Mike Hering, Corey Smith - Long Term Planning

- Samantha Ciaston reports, Long term planning committee Oct 2 at 2pm.
- Ball Field and other options discussed for newly acquired land.
- Will need to Expand Gym. Room getting tight.
- Tennis court , 1 upper court got snap floor, second upper court possible next year
- Considering elevator from 1st to forth level.
- Ski Lift cable has limited life. Replacement in the future.

Art Marks - Wedding Business

- 11 weddings for next year, 5 this year. Max wedding capacity may be 13.

- Volume about \$60000 this year.
- Wedding web site cause fewer Expo attendance need. Website gaining traffic.
- Heather continuing to do a professional job with weddings.
- Wedding site has a Mobile App.
- Ski Area weddings discussed.

Samantha Ciaston - Treasurer Report

- Provided line item explanation

Corey Smith - Managers Report

- Liquor License is posted and valid for another year. State was provided all info.

The following was modified per BOD.

"Liquor Commission has Waterville Estates under investigation for two counts of over service, one which the investigator indicates will likely be dismissed and the other, for which the investigation will likely continue"

"Corey clarified that the incident that will likely remain under investigation was the issue reported to the Liquor Commission by Richard Kennedy"

- Ed Culver will mark tennis court 'dips' for repair.
- Several roads have been paved.
- ADA bathroom basically done. Check it out.
- Handicap parking moved to better location.
- Roofing estimates in progress and are being collected.
- Water system leak issues are being addressed.
- Ski area grips all passed. Upper tower repaired.
- Investigate Ski area web site, \$3450. Motion to authorize Ski Area web site. Approved. Unanimous.
- Ski area web content discussed. Content to be reviewed before publish. Ed Culver requesting a family focused approach.
- Paul Axelrod asking for a periodic reporting of ticket sales.
- Samantha Ciaston to send a constant contact message looking for ski instructors.

Financials

- Board members, Art Marks and Samantha Ciaston, along with Judy Kinney and Corey Smith are scheduling budget discussions.
- Paul Axelrod discussed the committee formed to plan a COLA dues increase proposal.
- Chris Fagas discussed the member response to a preferred small annual increase over larger single one. The last vote to an annual increase on COLA was rejected by land owner negative votes, home owners overwhelmingly agreed with COLA increase.
- Paul Axelrod to rewrite Dues increase proposal and Requesting Legal review of dues increase plans.

Old Business

- New land purchased with CIF dollars. Land is owned by the Village District.

New Business

- Ski ticket price committee decided to hold prices but now with 5% owner discount. Bulk purchase of tickets and vouchers are still in discussion. Vouchers need to expire at the end of the year.
- Liability sign discussed.
- A second register will alleviate the long line for ski ticket purchase.
- Motion to further continue a discussion for an owner season passes. Unanimous approval.
- j
- Season pass expires at the end of season. No refunds due to weather. Adult or Parental liability paper required. Pass to be \$100 per season. Motion to approve. Vote approved. Unanimous.

Nomination Committee

John Chase, Ed Culver and Art Marks will form a Nomination Committee.

Home Owner's Corner

Eva Chase expressed increased member communication via web site. Discussed the dilemma of "are we a resort or community". Suggest a survey of members.

Ski area down stairs child area needs improvement. Security cameras are needed in child area.

Harry Bertino asked about profit from the weddings and some clarifications on the financial report. Also, the cost of the new pizza ovens.

Harry Bertino also wanted to know who the Community Manager was. Corey Smith replied he was.

Motion made to adjourn. Motion passed.

Waterville Estates Board of Directors Meeting Minutes for October 24 2015

Regular Board Meeting called to order at 9:06am in WE board room.

Board President, Vice President, Treasurer, and Secretary were present.

Present at the meeting were;

Paul Axelrod, John Chase, Samantha Ciaston, Ed Culver, Chris Fagas, Mike Hering, Mike Mahoney, and Art Marks.

Also present, Corey Smith and Judy Kinney.

Rules of decorum were read by Mike Mahoney.

Violations – Samantha Ciaston

Letters sent to three members per last month's meeting.

Summit road member is installing a fence around tanks.

Land owner parked car in front another owner driveway. Was camping in Waterville Estates. BOD to send letter to member to not camp.

Building Committee – Mike Hering

A couple applications for home maintenance, tree removal, etc.

Waterville Birches road – Village District having Building committee not issue more permits.

Negotiations with builder continuing regarding road grade and for acceptance of Town of Thornton to maintain road.

Entertainment Committee – Brent Smith

Brent Smith. Not present.

Halloween planning continuing.

Entertainment being scheduled for ski area.

Need New Year eve entertainment, etc.

Dec 18 is soft opening for ski area.

Discuss candidate night location. Likely Dec 5 (possibly 19) at the ski area.

Long Term Planning Committee – Corey Smith

New cable for chairlift needed next year. Discussion of monies to pay.

Considering elevator from first to 4th floor.

Discussed a questionnaire to ask homeowners what is wanted in terms of quiet community or recreational facility.

Wedding Update - Art Marks

11 weddings for next year.

Items bought for weddings are capitalized (china, linens)
4 wedding brought \$20,000 in profit.

Treasurer Report – Samantha Ciaston

Account balances reviewed.

Managers Report –Corey Smith

Art Marks, Samantha Ciaston, Judy Kinney, Corey Smith put together cash flow projections, expect to be in black by year end.

SKI area is less demanding on finances than main facility. The ski area contributed over \$30,000 in revenue.

Financials are in a positive state. Weddings, weather, and the great year that the ski area had are big contributors.

Snow equipment maintenance and trail weeds, volunteers for tree trimming coming up.

Looking for a lead chef for winter.

May have volunteers for ski instructors. Member suggested focused at night lessons using college staff. Corey Smith will investigate.

Corey to meet with SKI area web site developer next week.

One liquor investigation thrown out. Other still in investigation.

Next meeting is a joint Board of Directors and Village District meeting at 9am Dec 5.

Annual meeting January 10.

Old Business

Tax Deed Sale

Many lot went to abutters.

Tax liens survived sale. Dues owed to WE discussed. It was suggested that legal needs to comment on dues owed.

Judy Kinney reported that most purchase of tax land were NOT owed dues.

New Business

Dues Escalator

Paul Axelrod discussed the proposed dues escalator. Suggests using COLA as a cost adjuster.

CPI also discussed are cost adjuster option.

Comments from the attending members were fielded.

Tony Keefer suggested we use a \$25 per year increase as an option over COLA increase.

The board responded that, "historically, if an escalator was tied to COLA instead of going with a flat \$25 a year it would have been much less than \$25.

Motions to formulate a letter to members for a dues escalator.

John Chase made a motion to use COLA and 5% yearly cap, motion approved.

Home Owner Corner

Harold Bertino asked of the future use of board room.

Harold Bertino asked about capitol expenses for weddings.

Harold Bertino asked if new 'tax sale' CIF has been collected or not and how much is expected to be collected.

Harold Bertino asked if Rec lease was common property and ski area is public use. and how funds should be utilized.

Corey Smith explained that the liquor license requires a public access and is managed depending upon what is opened. (ski, lounge, etc)

Mrs Keefer stated the family dressing room is good for a bridal dressing room.

Mrs Keefer stated she appreciated Weeping Birches attention.

Tony Keefer recommends careful guidance in Weeping Birches development.

Mike Hering stated that "Weeping Birches bond with the Town of Thornton is limited to the cost to pave only the portion developed at any given time"

Eva Chase suggested go to elementary schools to encourage ski area attendance.

Harold Bertino reiterated this comment.

Ann Boudrot asked if ski area season pass could be offered to the public. Discussion addressed BOD decision to restrict season pass to member only offering.

And that night skiing is a valuable asset. Season Pass is a \$100 non-refundable season pass. Non-refundable if no or little snow.

Samantha Ciaston made a Motion to adjourn meeting, motion approved.
The board went into executive session.

Executive Session.

Waterville Estates

Minutes 5-30-2015

Present at the meeting were John Chase, Art Marks, Chris Fagas, Samantha Ciaston, Mike Mahoney, Mike Hering, , Ed Culver, Corey Smith, Judy Kinney, &. Paul Axelrod was present on the phone.

Ms. Ciaston moved, Ed Culver seconded the motion and the Board voted unanimously to approve the Board Meeting Minutes of April 25, 2015.

Procedural guide lines stated by MIKE MAHONEY

Mike Mahoney -Minute taking addressed, our attorney said a different person can transcribe minutes besides secretary.

Samantha Ciaston Violation Committee

Samantha Ciaston said WE is addressing 3 violations.

Hodgman Hill and Holland trail. Exposed tanks are the issue.

The Deck on Parker Rd was addressed. Mike Herring to check for permit. Possibly old permit.

MIKE HERRING said no violation.

MIKE HERRING Building activity

Just a few minor applications for, siding, roof, etc. No new home applications.

Pat Learned asked about Bell Valley home, she was told the work was restarting.

Corey Smith Entertainment

Similar schedule, with new bands.

More Family entertainment

New bands and some standards like Justin James,

Band schedule discussed.

Corey Smith Long Term Planning

Some say they are not aware of Long Term plans,

Duarte Silva to build reports towards Long Term Planning communication.

John Chase and Corey Smith reported on the food service.

Discussed the selection method for our current Food and Beverage provider.

Derek has been hired by WE as chef. He will return to Sodexo after summer.

New Point of Sales system is being investigated.

Mike Mahoney Golf Tournament Update

MIKE MAHONEY reported on the Golf Tournament which will be held at Jack O'Lantern.

Aug 2 deadline for applications. Run By Friends of Campton Mountain. Raises a few

Thousand dollars per year. No expense to WE members.

Ski Area Discussion

MIKE MAHONEY read Amy Leveroni's Letter for suggestions at Ski Area.

Chris Fagas suggested a small committee to review ski area suggestions.

Chris Fagas, Ed Culver, Art Marks will be on the ski area committee. MIKE HERING to sit in.

Art Marks Weddings

2015 budget needed to hit is 6 weddings. These total \$60000. The 4 booked weddings are more than

10K each. So \$60K will be reached with existing booked weddings.

Samantha Ciaston Treasurer report

Samantha Ciaston reviewed The Report.

A previous accounting error has been corrected.

Corey Smith Budget

More water leaks than expected this spring which postponed other work.

\$95K owed to WE by campton.

\$20K planning for development new wells.

New cleaning crew. New faces.

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Tennis court to initially cost \$16000, Contractor went up \$8K. Tennis court work now delayed.

Members have volunteered to perform maintenance on the tennis courts to make usable and save from further damage from weather.

New Business

Board and Members openly discussed Food and Beverage discounts.

Sue Weltman - when the F&B 10% discount was removed folks were not pleased. Discounts at the Ski area for renters and non-members is not fair to members.

Folks not getting discounts is an insult to owners.

Jim Murphy – Stated that we initially did not have F&B. F&B has evolved as a major feature and function.

Eva Chase – Expressed that the discount is wanted and appreciated.

Ann Boudrot - Stated that we are already at a loss and a discount is not fiscally responsible.

Owner discount was done away with a couple yers ago. New POS software may allow gift cards.

General board and member discussion regarding F&B pricing and discounts.

F&B committee tasked to develop a 'discount ' plan.

WE Dog Policy

Corey Smith discussed a possible new Dog Policy.

MIKE HERRING suggests WE keeps existing Dog Rules.

Ed Culver explained that people have different impression of dogs and fearfulness.

Paul Axelrod to write up a revised dog policy for review.

Corey Smith ADA Update

Jerry Tepe performed a ADA review. Video online on WE web site.

WE in process of the ADA self-assessment.

WE is balancing cost, timeline and needs for ADA.

MIKE HERRING Community Input Committee.

20 people attended

People expressed that communication needs improvement.

Committee agreed to use Face Book, Constant Contact , WE web site, WE bulletin Board.

Corey Smith presented long term planning to CIC. CIC agreed on existing Long Term Plan.

Next meeting late July or early August.

Other

Art Marks mentioned that the BOD agenda needs to be posted before actual meeting.

Members need to inform BOD 10 days ahead of meeting to be added to meeting.

Homeowner's Corner

Sue Weltman discussed her letter.

Winter lacked family/Kids events.

Frozen Fridays were previously enjoyed.

Suggested to have staff properly prepare events before due. Volunteers have been denied the ability to help. WE needs better event planning skills.

Ann Boudrot offered to help with events. Member owe the WE volunteer time. Member need to take ownership. Better communication needed from board and working together to make WE a better place.

Bob and Arlene Haskins letter regarding bands at the pool area read. This produced board and member discussion regarding loud bands and options to accommodate everyone's enjoyment at pool area.

Jim Murphy – Discussed the sound system.

The schedule of bands was discussed.

Ann Boudrot 15 Goose Hollow. – Requests the BOD do their best at providing ADA access.

Harry Bertino – States that no one should request ADA access. And we are Title III , not Title II.

Lloyd – Stated we are a Title II because we are a municipality. We are trying to make all members and guests accessible to all facilities and programs. Asking for patience and cooperation.

Wes Kimble –The New Granite Post has misplaced the Donovan Farm Sign.

- Noticed nails popping out on building, needs to be fixed to prevent more damage.

Eva Chase – wanted to know who administers the web site. Expressed need to update it.

Ed Culver motioned to adjourn. Motion seconded, meeting concluded.

Waterville Estates Board of Directors

Board Meeting – April 25, 2015

Present at the meeting were John Chase, Art Marks, Chris Fagas, Samantha Ciaston, Mike Mahoney, Mike Hering, Brent Smith, Ed Culver, Lloyd Willey, Corey Smith, Judy Kinney, & Heather Chamberlin. Paul Axelrod was present on the phone.

Ms. Ciaston moved, Mr. Hering seconded the motion and the Board voted unanimously to approve the Board Meeting Minutes of March 25, 2015.

The Board discussed procedural guidelines for Board meetings.

Mr. Willey discussed a presentation he had made at the Village District Meeting. The presentation discussed the organization and how it works, and history of the operation. He discussed formation of the Village District and use of taxes for water supply, roads, facilities & recreation for the community. He said that restructuring of finances made employees of the operation employees of the district, which reduced insurance costs dramatically. He discussed how Waterville Estates Association and the Village District run things together. He discussed revenues versus expenses. He discussed restructuring of dues and its effects. He discussed staff operations and required reports.

Mr. Willey thanked Duarte Silva for his help to make the budget more understandable for homeowners. He said that the Board or District will publish special reports that homeowners request if they are considered to be helpful and lead to better understanding of community governance.

Ms. Ciaston discussed Violations Committee business.

The Board discussed fines for a three year violation on Isaax Fox Road. Mr. Mahoney said that the homeowner came before the Board and asked for waiver of the fines by correcting the violations by April 13th, which Ms. Ciaston said was accomplished. Mr. Fagas moved, Mr. Marks seconded the motion and the Board voted unanimously to waive the fines.

Mr. Hering discussed Building Committee business.

Mr. Axelrod discussed the contract for propane. He said that the price is set at \$1.49. The Board thanked Mr. Axelrod for his hard work in getting the contract in place.

Corey Smith discussed Long Term Planning business.

Mr. Chase and Corey Smith discussed the Food & Beverage Search Committee.

Mr. Marks discussed Wedding Business.

Ms. Ciaston discussed the Treasurer's Report.

Brent Smith discussed Entertainment Committee Business. He said that the Fishing Derby will be held on July 18th. He said that Comedy Night was eliminated.

Corey Smith discussed financials including taxes assessed & dues versus inflation. Corey pointed to two graphs that show that both taxes (paid to WEVD) and dues, when adjusted to 2014 dollars, are cheaper today than all decades past and that, despite perception, owners are generally paying less now than historically.

Mr. Mahoney said that the ballots with the request for dues increase & change in recs have gone out and are due back by May 15th.

The Board discussed a facebook page for a Virtual Yardsale. Jim Calvert, 49 Bell Valley Road, discussed setting it up. He recommended that it be a separate page.

Corey Smith said that homeowners had requested that Waterville Estates hold yard sales on Memorial Day & Labor Day weekends.

Homeowners Corner

Mary O'Brien said that she is new to Waterville Estates. She asked about organizing activities for winter residents.

Harry Bertino, Hodgman Hill, said that ADA compliance is required, not a choice. He asked that a mistake in the Treasurer's Report be corrected.

Jim Murphy, 27 Condo Road, asked about determining priorities for new amenities.

Mark Melanson said that homeowners should know about any plans to spend large amounts of money.

Corey Smith discussed moving forward with better communication between the Boards and the membership and Long Term Planning. The Board said that homeowners are encouraged to attend Board Meetings and provide feedback. The Board discussed the possibility of putting more information on the website.

Rich Kennedy, Holland Trail, asked to look at plans for the handicapped bathroom renovation. Mr. Hering offered to review the project on-site with Mr. Kennedy. Mr. Kennedy offered his services.

Mr. Kennedy asked about the Board Secretary not taking the minutes.

Mr. Kennedy asked about any litigation for WEA or the Village District.

Duarte Silva, 25 Hodgman Hill Road, thanked the Board for the progress that has been made.

Rich Kennedy and Mark Melanson said that they would be willing to volunteer for a Steering Committee. Corey Smith said that verbage for the Steering Committee should be reviewed so that no conflicts with existing Boards will be created.

Arnold Goodman discussed fiduciary responsibility. He asked about reducing the amount of taxes paid to Thornton & Campton.

Duarte Silva asked about borrowing at low rates for larger projects.

Harry Bertino discussed video recording of Board Meetings.

Lauren Peruzzi, Snowood Drive, said that the Summit Lounge is a better forum for holding Board Meetings.

As there was no further business to come before the Board, Ms. Ciaston moved, Mr. Culver seconded the motion and the Board voted unanimously to adjourn the meeting at 11:21 am.

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