

Waterville Estates Village District Commission

February 4, 2016

Minutes

I. Lloyd called the meeting to order at 5:05pm. Attendees: Corey Smith, Lloyd Willey, Harry Learned, Mike Baumann, Judy Kinney and Ann Verow. Additional guests signed in on the log at the entrance.

II. Minutes of January 6: Harry made a motion to accept these Minutes. Mike seconded this motion; all approved. They will be posted on line.

III. Cash Flow: We have not received all the semi-annual tax funds from the Towns although it is far better than last year. The reports being included are not complete to know how much is still outstanding. We have sufficient cash to support operations as budgeted. Primex is now dealing with the issue of insurance although Judy has checked with other companies who could not best the Primex rate. We need to come up with 20K over what we had decided at the last meeting because insurance cost have gone up dramatically particularly the Workman's Comp . There is really not a viable Insurance competitor . The money could come possibly out of wells. The Commissioners were reluctant to do this. It was discussed that we should plan to take it out of CIF if needed at the end of the year and charge it to some of the Capital budget items now included in the WEVD budget. The ski area upgrade is one such item. The decision as to where to get the money was formally put off until later in the year and possibly get it from savings in snow plowing. Judy indicated that the warrant article needed to be posted by 2/16; the hearing is on the 23rd.

IV. Manager's Report

A Water System Update – Corey reported David Costa had moved two generators. In the works are the repairs of two small leaks. The general contract has been signed (handout). All else is on hold.

B HVAC Update – Steven Babbitt (salesperson engineer) is our consultant. We need to look at the pool area and lounge – Decktron Unit would use heat (which we are currently dumping outside) to heat the pools. John MacDonald who has worked for us on the pools may become available for HVAC maintenance making considering upgrades more appealing. This may lead to reconsidering Decktron. Corey discussed how difficult it was to get multiple bidders to work on the HVAC system at the Center. The system is big and complicated and there really are not a large number of qualified companies to do the work.

C ADA Update – Corey met with Jerry Teppe. We have a quote for \$1,200 to provide signs throughout the Center. Some of these signs will be in Braille. Art Marks asked about doing something to accommodate the hard of hearing at meetings. Corey Smith will investigate them

D Architectural Quote – Ski Area: Frank Anzalone – architect – quoted us \$2700 for design development and \$5800 for Construction documents for the Ski Lodge. This involves two new bathrooms left of the front door. The overall engineering quote was \$10,000. Corey felt that we could do most of this engineering internally. However, there would not be Blue print drawings for bidding and Corey only wanted to offer to do the design work himself if the Commissioners agree that the benefits outweigh the shortcomings. In any event Teppe our ADA consultant will be asked to review the project to insure compliance. This discussion was put on hold until the next meeting. Mike and Corey will overlook the situation on the ground.

Elevator engineering quote is very high (over \$30,000) . There was a handout to the Commissioners. This is a complicated project. The cost of a full scale elevator is estimated to be as much as \$250,000. It was asked if a much smaller project could be done using a LuLa small elevator. Corey will put together a comparison of costs. Once done the Board will have to take up with the Commission how the financing could be done. Lloyd posited that it could be done via a special assessment, CIF funds , or saving from Tax Reserves for several years.

E Ski Area Update – 20K estimate for a lift upgrade for automatic deployment of the emergency brake upon rollback, was accomplished in-house for much less . Ross Stevens is the engineer to stamp this project. Upgrading the downstairs kids room involves Nicole Daniels who is acting as lead of a group of owners helping with upgrades to the kids room including improvements to the carpet, heat, improved surveillance, the door, and the furniture. Suggestion was made that the front door be locked after dark and the back door be alarmed. There is a new dishwasher.

Lloyd noted that our insurance renewal for the hill is due February 8th. Judy indicated that the the renewal can be 'on hold' for five days. Harry suggested that (in light of our lack of snow) that we wait until next November to renew. This was moved by Mike and seconded by Harry. Carried unanimously. Options for Insurance renewal will be explored.

The question of sledding arose. This will be checked with Primex for next year.

The subject of the back door to the lounge was raised at a cost of (\$3380) Corey will decide this issue.

F Liquor Update - Summit Bar will be closed July 9th. The Liquor Commission Matter settled. Results \$500 fine and loss of liquor service in the upper pool area (Summit Lounge) for one day

V. Financials

A Financial Update – We are looking at posting 'everything' on line once the files have been purged of unnecessary information. This is a significant project impacting Judy's time. Corey suggested bringing in Marty Humphry to advise us. Screening and labeling is very important. We need to create a line item in our budget to cover this cost. Judy gave an update about the FOIA request for all Warrant Articles since the WEVD was formed. Nearly half were provided but a number of Warrant Articles are not in our files due to the fire in 1986 and poor record keeping in some periods of WEVD and WEA history. Judy Kinney asked the State office (DRA) that has to approve all of our Warrant articles to provide those missing. They said they have no copies or record. Further inquiry to State agencies yielded nothing. The Concord Library was suggested as well. Turns out not helpful.

B 2016 Budget – as on screen.

I. Old Business – Done

VIII. Set Next Meeting Date (also Budget Hearing)

February 23rd @ 5pm

Annual Meeting is on 3/19 at 9am

Adjournment to Executive Session to discuss personnel matters : Moved by Mike; seconded by Harry. 7:21pm

Respectfully submitted,

Ann Verow