

# WVAC BOARD MEETING MINUTES

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*March 19, 2019*

## **12 Captain's Way - Kevin Roll's Property**

### **MEETING STARTED 7:58 PM**

#### **ATTENDANCE**

Nick Anania  
~~Mark Bessette~~  
Chris Buerk  
David Hatfield  
Bruce Hutchings - called in  
Bob Pustell (ex officio)  
Kevin Roll  
~~David Sullivan~~  
Carl Tyler (Secretary)  
Greg Vince  
Michael Young

#### **Approve minutes of February 19th Meeting**

Motion to accept minutes. Motion accepted.

#### **TREASURER'S REPORT**

Checking a/c balance: \$249.  
Savings a/c balance: \$123,866.

Total outstanding dues are \$3,408. This includes six accounts. Two have liens placed on them, the other four are considered collectible at this time.

The February plowing invoices totaling \$2,647. have been paid.

Motion to accept treasurer's report. Motion accepted.

#### **Old Business**

- Old Business
  - Delinquent Assessment status (Barb, via David if Barb not present)
    - Delinquent assessments were discussed, 6 accounts are currently in arrears.
    - Carl said he would post the existing policy for late accounts to the minutes. See appendix A.
    - Referring to people in arrears secretary should use the address to avoid issues of people with the same name.
  - Runway/Taxiway Plowing
    - Roller
      - The roller will be getting put together later in the week.

- How to pay for the roller? Savings cannot be used unless authorized. Defer the discussion to budget agenda item.
  - Termination of seasonal plowing
    - Done plowing for the season.
    - The plowing committee will do a drive around with brooks to review drains, snow banks etc. David hopes to schedule something before all the snow melts.
    - A comment was made that in future shoes should be used on the plow, to help leave a little layer with traction, and also to avoid issues.
    - The drain at Dot Allenson's house is under 25 feet of snow.
- August Fly-in
  - The band that night will be the Marshall tucker tribute band. Will play 7-10. Linda Hatfield is working on getting realtors in on the same day.
- Annual Meeting - June 8th - location Chuck Waldo 20 Navajo
  - A discussion took place around budget planning, the budget line items will be worked out at the next meeting.
  - Address members with expiring terms:
    - Dave Sullivan - David will speak to him
    - Greg Vince - Carl Tyler is willing to be nominated.
    - Michael Young - Bob will speak with him.
- Summer to-do
  - Homework, review the list from Bob, that David distributed See Appendix B
  - Discussion took place around potential items
    - Crabgrass, etc.
    - Drains - potential on south end of runway, currently an ice skating rink.
    - Tree Trimming - ongoing
    - Taxiway edge brush clearing and root mitigation. David will reach out to steve Moore, see if he'd be happy to do close cut down middle, and rough cut edges.
    - Obstruction lights at south end of runway. When weather clears and trees are trimmed, have a review of potential plans.
- Taxiway owner's forum – Finalize and publicize - May 18 2019 - Greg Vince will host at his Hangar.
  - Ongoing. A mailer will be sent.

### **New Business**

- Budget Process - decision was made to discuss at next meeting

**Next Meeting** - April 16th, 61 Old Mill Road - Carl Tyler's property

**MEETING ADJOURNED 9:20 PM**

## **Appendix A**

### **Windsock Village Property Owners Corporation and Windsock Village Aviation Corporation**

#### **Collection Process**

**September, 2017**

Within 2-3 weeks of the Annual Meeting mail out invoices for the Annual Dues with a due date of 30 days from the invoice date.

On or about September 1<sup>st</sup> mail out invoices to Property Owner(s) with past due balances which will include interest of 12% per annum beginning on the original due date. Monthly statements for Property Owner(s) with past due balances will then continue to be sent out on the 1<sup>st</sup> of each month until such time as the account has been paid in full or another method of Collection has been enacted.

The Corporation(s) have the authority to:

A. Enter into a written Payment Agreement with the Property Owner(s) with past due balances that will allow for monthly payments with the full balance (which includes interest of 12% per annum beginning on the original due date) being paid in full no later than the end of our Fiscal Year (5/31).

B. Mail out the attached letter (Exhibit "A") to Property Owner(s) with past due balances that remain unpaid after six months past due and who have not entered into a written Payment Agreement with the Corporation(s) (end of January).

C. Place a lien on the property if the Property Owner(s) has a past due balance that remains unpaid for a minimum of six months after the original due date (end of January).

D. Turn the file over to a Collections Agency if the Property Owner(s) has a past due balance that remains unpaid at the end of our Fiscal Year (5/31). The Property Owner(s) will be responsible for the unpaid balance of their annual dues, together with interest of 12% per annum beginning on the original due date of the invoice, and also all of the costs of the Collection Agency.

EXHIBIT "A"

Windsock Village Property Owners Corporation and/or  
Windsock Village Aviation Corporation  
PO Box 512  
West Ossipee, NH 03890-0512

Telephone: (603) XXX-XXXX  
Email: \_\_\_\_\_@\_\_\_\_\_

Date: \_\_\_\_\_, XXXX

Property Owner  
Address  
City, State Zip Code

Re: Past Due Balance for Annual Dues

Dear \_\_\_\_\_:

It is the current policy of Windsock Village Property Owners Corporation and Wndsock Village Aviation Corporation to file a Small Claims Suit for each assessment that remains unpaid for six months after the original due date. The annual assessment(s) for the fiscal year ending 5/31/XX was/were due on July XX, 201X. Please pay your outstanding balance upon receipt of this letter or contact me by \_\_\_\_\_, 201X to set up a written Payment Agreement whereby you agree to pay your account in full by the end of our fiscal year (5/31/XX). This will help you to avoid the cost and inconvenience of a Small Claims Proceeding. The filing fee per claim is \$XXX. Once a claim is filed, all legal and filing fees will be added to your outstanding balance which will also include interest of 12% per annum beginning with the original due date of your invoice.

We look forward to working with you to resolve this matter.

Yours truly,

\_\_\_\_\_

## **Appendix B**

### Major project ideas from Bob Pustell

1) Paved connectors across the north and south ends of the runway. This would prevent damage in times when our soil is soft and runway access and/or crossing is needed for vehicles. There are existing road pathways/rights of way already designated at both ends of the runway that could be used for this purpose.

If paved connectors are not deemed reasonable, a good quality unpaved road of gravel or road mix or stone dust would be a less expensive but also less durable option. The existing dirt path across the southern end of the runway is in need of upgrade/renovation but would form a good starting point for the work at that end. The north end is currently turf (with some vehicle tracks in the mud at the moment).

2) Paved runup areas at both ends of the runway (and possibly at mid-field near the Soaring Heights parking area). This would help prevent prop damage from debris sucked out of the grass during runups and also provide a place with traction in the winter to allow a proper runup. If desired the runup areas could interconnect with the connector roads proposed in item one. The midfield runup area could connect with the paved access road coming from the Soaring Heights road system if desired.

2A) We might want to have a proper compass rose surveyed and painted onto one of the runup areas so people could do compass swings here at Windssock.

3) The south end of the runway gets very soft and fragile long before any other section of the runway/taxiway system and remains vulnerable long after other parts of the airport have firmed up following a thaw or extensive soaking. This is especially true of the portion of the south runway end that abuts the taxiway crossing at Navajo Trail and the approach to the taxiway that extends directly off the end of the runway. Since all taxiway traffic must traverse that area to get to any taxiway it gets a lot of traffic even when it is fragile.

Perhaps we could regrade that area and/or add more drains and/or pave it to protect that fragile area? Perhaps the proposed paved runup pad for that south end could be that runway/taxiway intersection area and kill two needs with one project?

4) A fuel vending station? I acknowledge this one to be a complicated/expensive project but it would be of good use for many of our residents. I would hope that the fueling station would offer both Avgas and Ethanol Free Mogas but am open to ideas on that one.

5) Upgrade our runway light system with LED bulbs for improved reliability. The lower current draw of modern lights would also reduce the strain on the runway light control system and lower future electrical consumption/electric bills.

6) Negotiate for and purchase deeded rights to control tree growth on the private land at both ends of the runway. This would allow us to control how much and how high of trees are

in the runway end area. This would not be cheap (nor would it be cheap to trim/top or remove trees as needed), but it would help keep our runway available for almost full length into the future.

6A) Purchase the land at both ends of the runway. This is most likely not financially reasonable but it would give us control over our runway ends into the future. If we do nothing the runway will gradually get shorter in that it will take more time and distance to clear the ever taller trees at the ends. This is true both for takeoffs and landings - you gotta clear those trees which effectively shortens the available runway to take off or roll out on.

7) Irrigation system. This one has been talked about and reviewed many times but is still a thing that deserves serious consideration if we are to remain a turf runway forever. Our membership has made it very clear that they want to keep the turf.