

WVAC BOARD MEETING MINUTES

March 12, 2020

17 Red Baron Road - David Sullivan's

MEETING STARTED 7:04PM

ATTENDANCE

Nick Anania
Mark Bessette
Chris Buerk
David Hatfield
Bruce Hutchings - Dialled in
Kevin Roll
David Sullivan
Carl Tyler
Michael Young

Public Attendees
Bob Pustell

Approve minutes of January 23rd Meeting

Motion to accept the minutes. Motion accepted.

TREASURER'S REPORT

March 12, 2020 Treasurer's Report
Checking a/c balance: \$226.
Savings a/c balance: \$122,653.

The current year assessment receivable balance is \$2,374. This includes 10 owners with outstanding dues. One member continues to have a prior year assessment balance due. The associated property has a lien placed on it.

Motion to accept the Treasurer's report. Motion accepted.

Old Business

- Delinquent Assessment status
Currently 10 members in arrears, see appendix A. Barb Clifford has asked the board to send a letter to the people in arrears.
One long term person in arrears John Watson has paid up in full. Steven Brown, has paid \$200. Frank Sullivan has done his own calculation to what he believes is owed, he asked Barb for us to take him to small claims court to claim the difference. The board has said it will follow our outlined procedure, so a lien will be placed on the Sullivan's property, and next year if the balance has increased we can take him to small claims court.

A motion was made to adopt a policy to take people with outstanding arrears to small claims court if they are in arrears for more than \$500 or greater than two years. The motion was seconded, and the motion was accepted.

David will get with Barb to work out what to send in the letters.

- Runway/Taxiway Status Update
 - Winter Operations
 - No more plowing will be done this season. We are currently 2 years into a 3 year contract for plowing, and the board is happy with how the plowing has been performed.
 - Roller/Drag – The plan is to tuck the roller away in its current location at the general parking area.
 - Tom Huckman – There is still a small credit remaining with Tom Huckman, that has been getting used to cleanup low spots, some brush hogging and cutting of limbs on mustafa taxiway to make it easier for Steve Moore to mow.

New Business

- 2020/2021 Budget
 - It is the goal of the board to have the 2020/2021 budget by the next meeting in April, The planned budget will need to be sent with Annual Meeting packets. Appendix B shows the current 2019/2020 budget and expenditures to date, with expected spend for continued maintenance.

There have not been any significant overages, with everything pretty much in line with what was budgeted.

- Steve Moore's proposal/estimates
The Summer Runway maintenance is budgeted for \$17,500, \$12,109 has been spent leaving a remainder of \$5,390.40, there will most likely be two mowings between now and May 31, at \$1,000. Leaving \$4,390.40

Steve has also proposed April 30 putting down 60 bags of Lime Calcium at \$3,740, and May 15 60 Bags of Fertilizer/CrabGrass treatment at a cost of \$3,420. Totalling \$7,160. Approximately \$2,769.60 above the remaining summer maintenance budget.

Nick Anania spoke about crabgrass, and explained that what we have believed for many years to be crabgrass is actually Nutsedge, which stands taller than the regular and is notoriously hard to get rid of given their immersive root systems. Nutsedge is a perennial sedge, meaning it is a grasslike plant that will live for at least two years and will come back year after year. He has been in touch with someone about treatment, and there is a formulation that can be applied over a number of years when the temperature is right to kill the nutsedge. The nutsedge is estimated to cost \$2,500 + application costs.

The nutsedge combined with the extra summer treatments from Steve, mean an overage of about ~\$6,500. The board was reminded that it has the ability to move budget items around, so the money not spent on Winter maintenance could be spent on summer maintenance overage.

Bob Pustel reminded the board that they have the ability to spend \$4k from savings without additional approval being required.

Decisions will be finalized in the April meeting.

- Site improvements – viability and funding

- Slice Seeding - The board agreed to continue this procedure. Probably \$5-6k in annual costs.
 - Runway edge work - filling in low spots. Using the roller this winter it was easier to identify low spots. Scott Brooks was asked to make a mental note of where they were, so he can provide an estimate. David believes it would maybe around \$15k-20k. It would help with mowing and help keep the runway in a good shape.
- A motion was made to get estimates and set up the scope of work for the runway edge work. The motion was seconded. Motion was accepted. Nick and Bob said they can work on it.
- North end road access and run-up pad - This has been talked about previously, David provided a mockup of what would be paved. See Appendix C for diagram. The area is approximately 14,800 sq ft. The idea will be raised at the respective annual meetings to see what people think about it.
 - Tree trimming - not necessarily something at this point to be pursued.
 - Compass Rose - David Hatfield had the idea to contact the 99s who did the Compass Rose at Fryeburg, to see how much it cost, and to see if they might be interested in doing ours for a donation.
 - Bruce Hutchings raised taxiway improvements, have some of the holes filled on taxiway, and slice seeding. Get some estimates for taxiway also. David will get Steve Moore involved to point out spots.
- Annual Meeting
 - Date & Location (6/6 or 6/13) - The board is good with any date, any place, will work with other boards to agree on a date.
 - Affirm by-law change - Some changes were made to allow for call-in attendees, this change notification will go out in the President's letter.
 - Policies/Rules (snowmobile) - we have guidelines that apply for snowmobiles, but we don't have any rules regarding motorized vehicles etc. just informing the board there are no rules. So there are no real teeth for enforcement if a situation should arise. This was just a discussion to come up with ideas on how a policy could be created.
 - Board elections - Various members have terms ending
 - Buerk (Windsock) - would like to continue serving
 - Hutchings (Windsock/taxiway) - would like to continue serving
 - Bessette (Soaring Heights) - would like to continue serving
 - Assessment Setting – Bruce Hutchings - Bruce put in a suggestion for calculating the budget a different way. The discussion regarding Bruce's proposal has been tabled until Bruce brings it up with more examples.
 - Pascoe - Mark Therell is helping his aunt go through paperwork, he found easement paperwork that's said they don't need to pay aviation dues, dated from the 1980s. Bob Pustel found a deed from 1994 that indicates they are obligated to pay aviation

dues each year regardless. So at this point we will continue with the existing procedure as the 1994 document is more recent.

WVAC Member Input.

None

Next meeting April 23rd Nick Anania's house 7:00pm

MEETING ADJOURNED 8:49PM

APPENDIX A

8:58 AM
03/11/20

**Windsock Village Aviation Corp.
A/R Aging Summary
As of March 11, 2020**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>	
BOWE ROBERT	0.00	1.93	2.06	2.06	210.63	216.68	No response from mailings
BROWN, STEVEN	0.00	3.12	5.01	5.01	412.37	425.51	Pd \$200 in response to contact
BURNS, BRIAN	0.00	1.93	2.06	2.06	210.63	216.68	will pay asap - illness
CAHILL, EDWARD J.	0.00	1.93	2.06	2.06	210.63	216.68	No response from mailings. No good tele# or email
JOHNSON, ANN	0.00	2.36	2.53	2.53	265.14	272.56	No response from mailings
NEWBERRY, KEVIN	0.00	1.93	2.06	2.06	210.63	216.68	No recent response from mailings
PACHECO, CHRISTY	0.00	1.75	2.28	2.28	157.74	164.05	making monthly payments
STYLIANOU, PHILIP & JUDITH	0.00	1.93	2.06	2.06	210.63	216.68	will pay asap - illness
SULLIVAN, FRANCIS & DIANE	0.00	1.88	2.01	2.01	205.88	211.78	he called & requested small claim hearing in May
WEYMOUTH, CHARLES L	0.00	1.93	2.06	2.06	210.63	216.68	No response from mailings
TOTAL	<u>0.00</u>	<u>20.69</u>	<u>24.19</u>	<u>24.19</u>	<u>2,304.91</u>	<u>2,373.98</u>	

Appendix B

2019 - 2020 WVAC Budget

Expenses	June 1 2019 - Feb 28, 2020	Budget	Delta	Anticipated to May 31, 2020	Over/Under
Management Fee	\$ 900.00	\$ 1,200.00	\$ (300.00)	\$ 300.00	\$ -
Professional Fees - CPA	\$ 425.00	\$ 425.00	\$ -	\$ -	\$ -
Ann. Meeting & Litter Day	\$ 96.48	\$ 250.00	\$ (153.52)	\$ 153.52	\$ -
Donation to Nature Conservancy	\$ 544.00	\$ 544.00	\$ -	\$ -	\$ -
Electric Utilities	\$ 273.00	\$ 425.00	\$ (152.00)	\$ 152.00	\$ -
Legal Expense	\$ -	\$ 1,000.00	\$ (1,000.00)	\$ -	\$ (1,000.00)
Liability Insurance	\$ 2,895.00	\$ 3,000.00	\$ (105.00)	\$ -	\$ (105.00)
Newsletter/Website	\$ 17.99	\$ 500.00	\$ (482.01)	\$ 400.00	\$ (82.01)
Office Admin.				\$	\$ -
Bookkeeping/Treasury/Secretary	\$ 1,400.00	\$ 2,000.00	\$ (600.00)	\$ 600.00	\$ -
Office Supplies/Postage	\$ 108.53	\$ 1,000.00	\$ (891.47)	\$ 400.00	\$ (491.47)
Runway & Taxi. Signs	\$ 137.87	\$ 200.00	\$ (62.13)	\$ -	\$ (62.13)
Runway Lights & Maint.	\$ -	\$ 500.00	\$ (500.00)	\$ -	\$ (500.00)
Runway Maint Summer	\$ 12,109.60	\$ 17,500.00	\$ (5,390.40)		
- 2 Mowings				\$ 1,000.00	
- Nutsedge Treatment				\$ 4,000.00	
Total Runway - Summer				\$	(390.40)
Runway Maint Winter	\$ 2,648.11	\$ 9,750.00	\$ (7,101.89)	\$ -	\$ (7,101.89)
Taxiway Maint Summer	\$ 4,565.00	\$ 9,000.00	\$ (4,435.00)		
- 2 Mowings				\$ 1,000.00	
Total Taxiway - Summer				\$	(3,435.00)
Taxiway Maint Winter	\$ 1,815.00	\$ 5,750.00	\$ (3,935.00)	\$ -	\$ (3,935.00)
Total Expenses- WV Aviation	27,935.58	53,044.00	-25108.42	8,005.52	(17,102.90)
Amounts Funded from Savings	4,930.00	14,500.00	-9,570.00		

Appendix C

