



**WRIGHTSVILLE
BEACH**
RECREATION DISTRICT

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Wrightsville Beach Recreation District Board of Directors Meeting Minutes
Draft
February 17, 2016

Representatives:

Montpelier and CVRPC Staff - Daniel Currier (Present)
Montpelier - Jessica Chaves (Absent)
Middlesex - Jane Dudley (Absent)
Worcester - Carl Witke (Present)
East Montpelier – Bill Merrylees (Present)
Other: Collin O’Neil – Manager (Present)

Meeting called to order at 5:15 pm.

Public Comment

No members of the public were present so no public comments were made.

Adjustments to Agenda

The Board adjusted the agenda by adding camping to discussion of Beach Operations (Past, Present and Future).

Review of Draft Minutes from January, 2016

The Board reviewed the draft January minutes. Carl motioned to accept the minutes as written. Bill seconded the motion. There was no further discussion and the board voted in favor of accepting the minutes as written.

Budget Review and Approval

WBRD’s budget had been prepared by Laurie Emery of CVRPC for many years but with her retiring at the end of March Collin has taken over that responsibility. Collin presented the WBRD proposed budget for FY 2016. He wakened the board members through the new format so that we could all understand the proposed revenues and expenses for FY 2016. These changes include being more detailed on the list of expanses, the addition of a capital fund, and the addition of the grants that we have been awarded.

Collin then went into more detail on the new grant that was just awarded from BGS for \$7500. This grant will help us make capital improvements to the shelters, both, shed, swimming area, disc golf course, and trails.

The budget includes revenue and carry over from FY15 equaling \$104,202.03. Personnel, capital expenditures, and operating expenses equaling \$101,702.00. Giving the district a carryover of \$2500.03 at the end of the year. It should be noted that \$4000.00 of the capital expenditures is a set aside for a capital depreciation fund. So at the end of the year our total of all cash assets is projected to be \$6500.03.

It was noted that the capital expenditures fund also includes the purchase of the truck currently owned by Collin in the amount of \$5500. Collin and the board discussed this item in more detail so that we could better understand why this value was included. The truck is a Ford F150 with 139750 miles on the odometer but it has a new engine with only about 70,000 miles on it. Collin only uses the truck to assist in the maintenance of the Wrightsville Beach Recreation area and it is a critical part of that maintenance. The board agrees that it only makes sense to take over the ownership of the truck and agreed that that amount should remain in the budget.

Dan ask if mileage reimbursement was included in the budget anywhere. Collin said no so the board added \$350 to the truck expenses line.

There was no other questions or addition to the budget as proposed. Bill motioned to accept the FY2016 proposed budget as presented and adjusted. Carl seconded the motion. There was no further discussion and the board voted in favor of accepting the FY2016 proposed budget.

Collin will make the necessary updates and email it out to the board.

Discussion of Beach Operations (Past, Present and Future)

Collin provided a summary of what the beach looked like in 2001 when he started and how far we have come under his management. He encourages all board members to read this so we have a better understanding of our past. We next talk about camping down at Wrightsville. The current rules that the Board has adopted states that there will be no camping. Collin would like to offer camping during large events and to out of state users of the large shelter. The camping will be confined to the parking area adjacent to the large shelter and be restrict to one night only. For this to happen the board will need to first update its rules and second better define its camping policy. It was also suggest that we limit this first year to only 5 total camping events so we can better understand how this will work. At the board's next meeting we will add this as an agenda item to take action on.

Truck Discussion

The Board had no further discussion because of the update on the truck during the budget discussion. Carl motioned to purchase the truck from Collin for \$5,500.00. Bill seconded the motion. There was no further discussion and the board voted in favor of purchasing the truck.

Debit Card

Collin contacted the bank and found out that a debit cards cannot be issues to businesses. But that credit cards can. Collin was already sent a copy of the credit card application through People Bank. The board agreed that a credit card is a good idea for the Manager to have so that large purchase can be made without having to use a personal card. The board recommended that Collin fill out the application and let us all know what he needed from us.

Meeting was adjourned 7:00 pm

Respectfully submitted by Dan Currier (CVRPC)