



**WRIGHTSVILLE
BEACH**
RECREATION DISTRICT

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Wrightsville Beach Recreation District Board of Directors Meeting Minutes December 7, 2015

Representatives:

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

Meeting called to order at 5:08 pm.

Public Comment

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

Adjustments to Agenda

There was no adjustment to the agenda.

Review Salaries for 2015 and 2016 and Confirm Vote Taken 11/16/15

The board discussed the manager’s 2015 hourly rate. As discussed at our November meeting it has been stable at \$17.50 for the past four years. Collin is requesting an increase of his manager’s hourly rate from \$17.50 to \$20.13 for the 2015 season and have that rate be retroactive for the 2015 season. The board discussed this request. Carl motioned to set the manager’s hourly rate for 2015 at \$20.13 effective to December 31, 2015. Jane seconded the motion. There was no further discussion and the board voted in favor of the 2015 manager hourly increase.

The Board next discussed the manager’s 2016 hourly rate. The board talked about the amount or percentage of the annual increase and that the board should be clear that it will consider an increase each year as the budget allows. Carl motioned that the Board will consider on an annual basis an increase in the manager’s hourly rate for the coming fiscal year. Jessica seconded the motion. There was no further discussion and the board voted in favor to consider an increase each year.

The Board next talked about setting the manager's 2016 hourly rate. At our November meeting it was suggested that the manager's hourly rate for 2016 be set at \$21.14. This is a 5% increase. Bill motioned that for the 2016 season the manager's salary will be set at \$21.14 per hour. Jane seconded the motion. There was no further discussion and the board voted in favor of the 2016 hourly rate.

Jane proposed a future agenda item to discuss the need to add clarity for the Board when setting the manager's salary as well as a review of the managers job descriptions and contract.

Review of Minutes from July

Board reviewed the July minutes and made some correction to the Budget and Salary discussion namely the deletion of the voting that occurred. Dan motioned to accept the minutes with corrections. Bill seconded the motion. There was no further discussion and the board voted in favor of accepting the minutes as corrected.

Per Capita cap Discussion

The Board discussed the Per Capita cap. The WBRD Agreement to Create a Union Municipal District outlines in Article 5 Section E the annual assessment should not exceed \$.50 per capita. This value was set back in 1983 when the Agreement was drafted. The \$.50 per capita represented 24% of the budget back in 1986. But now the \$.50 per capita represented only 14% of the budget in 2015. The Board finds itself each year with hard choices to make because the limited revenues sources that we can access and the increasing maintenance needed to the facility. So while the \$.50 per capita served us well in the beginning it's becoming more and more apparent that an increase in the per capita cap is necessary to bring the Articles up to date. The board discussed at length what the new per capita cap should be. It was noted that we have been running at our current \$.50 per capita cap since 2008 and that we should keep this in mind as we set the new dollar value. In the end the board decided that by adding \$1.00 to the per capita bringing the cap up to \$1.50 should serve us well.

As the Agreement stated in Article 6 Amendments Section A. "An amendment to these Articles may be proposed only by affirmative three-fourths vote of the Directors." Section B further states "A proposed amendment approved by the Directors concerning Article 5 Section E of these Articles shall be presented to the legislative body of each member municipality for ratification. The amendment shall be adopted upon ratification by all member municipalities." So each of the four member municipalities that make up the District will need to ratify the boards adopted amendment to this article for it to take effect.

Bill motioned to amend these Articles raising the per capita from \$.50 to \$1.50. Jessica seconded the motion. There was no further discussion and the board voted in favor of raising the per capita cap from \$.50 to \$1.50.

Each Board member will request to be added to their selectboard/city council's next meeting agenda to present this adopted amendment to Article 5 Section E for ratification.

Meeting was adjourned 6:52 pm

Respectfully submitted by Dan Currier (CVRPC)