



**WRIGHTSVILLE
BEACH**
RECREATION DISTRICT

c/o CVRPC
29 Main Street
Montpelier, VT 05602
(802) 229-0389
cvrpc@cvregion.com

Wrightsville Beach Recreation District
Board of Directors Meeting Minutes
Tuesday, May 10, 2022. 5:30PM - 7:00pm At Wrightsville Beach
Draft Minutes

Representatives

Worcester - Carl Witke (present)
Montpelier – Jon Copans (present)
Middlesex – George Longnecker (present)
East Montpelier – Kim Kendall (present)
Member of the public - Dan Currier (present)
Central Vermont Regional Planning Commission – Clare Rock (present)
Manager – Collin O’Neil (present)

The meeting was called to order at 5:40 PM at the park picnic area.

1) Public Comment

There were no public comments.

2) Adjustments to Agenda

There were no adjustments to the Agenda.

3) Review of Minutes from the August 2021 Meeting and Approval

Jon made the motion to approve the minutes; Carl seconded it; and the minutes were approved.

4) Brief 2021 season update

The 2021 season was the second pandemic impacted season. Safeguards had already been implemented from the previous season making the opening and operation run smoothly. Picnic shelters were rented after being closed the previous season. For the last week of June through the first week of August the weather was cold and rainy. In a typical year, these weeks would be the busiest of the summer. Unfortunately revenue was less than half of normal due to the weather. Because of Collin's careful management, the season still ended with a budget surplus.

Collin stepped in more this season on leading maintenance projects since his main employee was not scheduled as often due to less availability. Improvements were made to the disc golf course. Crews also repaired the Boat Launch Trail. And the Shady Rill improvements were completed by the end of the summer. A new garden tractor was purchased. Goose poop was a continuing issue requiring daily clean-up.

5) Collin's Compensation

a) 2021 Bonus

John made the motion for a \$2,000 bonus for Collin for solid management of the park in the 2021 season. Kim seconded it. The board approved the motion unanimously.

b) 2022 hourly rate

The budget includes a \$28 per hour pay rate for the Manager. Collin stated that this rate represents the lower end of the industry standard. Board members asked Collin questions about the amount of hours he works. Last season Collin worked 800 hours and plans about the same this year. In May, June, July and August, Collin typically works 40 hours per week. After that point he works half time or less.

Jon made the motion to provide a \$28 hourly rate that is retroactive to the beginning of the fiscal year which began January 1, 2022. The Board discussed having a conversation in the future about job descriptions for the Manager as well as the Board Officers. The Manager's contract has a job description that should be examined and possibly updated.

6) 2022 Budget

Dan asked about the possibility of budgeting money for bonuses. The Board added \$2000 for performance-based bonus funds for employees. Total revenue for 2022 is budgeted for \$99,741 with total expenses of \$91,400 including the addition of bonuses. Collin also set aside money for depreciation of \$2000 in the current budget. Kim made the motion accept the 2022 budget. George seconded the motion, and the budget passed.

7) Contracts & Lease with DEC update

WBRD has a contract with the State to maintain Shady Rill. The contract between WBRD and Vermont Department of Environmental Conservation

for the leasing of the park is delayed, and the lease agreement is extended for one more year.

8) If time permits, a Q & A with Middlesex's new Board Representative, George Longnecker

The Board welcomed George and thanked him for his willingness to serve.

9) Adjourn

The meeting adjourned by consensus at 7:15 PM.

Respectfully submitted by Kim Kendall