

GUNSTOCK AREA COMMISSION MEETING
September 19, 2018 AT 6:00 PM
Lakes Region Adaptive Sports Center, Gunstock Mountain Resort
APPROVED

Notice of the meeting was posted at the Belknap County Courthouse, Gilford Town Hall, County Commissioners Office, Gunstock Area, and at GUNSTOCK.COM.

GAC: Russ Dumais, Steve Nix, Ruth Larson, Brian Gallagher, Robert Durfee

Gunstock Personnel: Greg Goddard, Robin Rowe, Becky LaPense, Patrick McGonagle

BDC: Rep. Howard, Rep. Fraser

Public: Charlie Bedarian, Chuck Hildreth

Chairman Nix opened the public meeting at 6:00PM.

Minutes

The minutes of the August 21, 2018 Gunstock Area Commission meeting were reviewed. Chairman Nix made a correction to page 4, stating that he did not recall there being a motion to discuss the ownership structure of the resort with the BCD. He asked that the minutes be changed to reflect this was a “consensus”, not a “motion” as stated.

ACTION

- Motion:** Commissioner Gallagher made a motion to approve the minutes of the August 21st meeting of the GAC as amended.
Second: Commissioner Durfee.
Vote: All in favor.

The minutes of the August 28, 2018 Gunstock Area Commission public meeting were reviewed. GM Goddard noted there was no header on the document but there were no substantive changes.

ACTION

- Motion:** Commissioner Dumais made a motion to approve the minutes as presented.

Commissioner Gallagher explained that Commissioner Dumais was not at the August 28th meeting so could not make the motion. Commissioner Dumais agreed and withdrew his motion.

ACTION

- Motion:** Commissioner Gallagher made a motion to approve the minutes of the August 28th GAC meeting as presented.
Second: Commissioner Larson.
Vote: All in favor. Commissioner Dumais abstained due to his absence at the meeting.

The minutes of the August 29, 2018 Gunstock Area Commission public meeting were reviewed and no changes were recommended.

ACTION

- Motion:** Commissioner Larson made a motion to approve the minutes of the August 29th meeting of the GAC as presented.
- Second:** Commissioner Durfee.
- Vote:** All in favor. Commissioner Dumais abstained due to his absence at the meeting.

Correspondence
None

Public Presentations

Charlie Bedarian, Lakes Region Disabled Sports - Program Manager, Charlie Bedarian, and President, Chuck Hildreth, gave a brief history of the Lakes Region Disabled Sports program. They are grateful for the years of support from Gunstock and the board would like to contribute \$1,000 from LRDS to assist Gunstock with the operational costs of the hosting the organization. Mr. Hildreth explained that the support provided by Gunstock has been an integral part of the program and they want to give back. Chairman Nix thanked them for their offer and their contributions to the Gunstock community. He stated no action or vote was needed to proceed with the donation.

Action Items

- a. *LRDS Dedication Proposal* - GM Goddard shared a letter from Donna Crowley, Secretary of Lakes Region Disabled Sports, which presents a proposal to dedicate their building to the memory of Doug Irving. GM Goddard provided a history of the building which was for sale on the side of a road in Maine for \$2.10, plus sales tax. Former Operations Director, Doug Irving was instrumental in the evaluation and relocation of the building, and also worked to get materials and labor donated. LRDS volunteers have converted it into a wonderful facility that houses their vibrant adaptive program. The LRDS is willing to offset any costs for the dedication and is requesting approval from the GAC to proceed. Discussion ensued about other memorials or dedications for Doug Irving. It was decided that other ideas would still be considered. Chairman Nix suggested it was best to discuss the particulars of the dedication (plaque, signage, etc.) at a later date but vote on the general proposal at this meeting.

ACTION

- Motion:** Commissioner Durfee made a motion to accept the concept of the building dedication as presented in the correspondence from LRDS.
- Second:** Commissioner Larson.
- Discussion:** Commissioner Durfee asked that GM Goddard share the naming policy with the rest of the Commissioners to ensure it is followed as other ideas are presented. GM Goddard agreed.
- Vote:** All in favor.

- b. *Acceptance of FY18 Audited Financial Statement* - GM Goddard provided a copy of the audited financial statements and reviewed the documents.

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- Motion:** Commissioner Gallagher made a motion to accept the audit as presented by Vachon Clukay & Co.
- Second:** Commissioner Dumais.
- Discussion:** Commissioner Durfee stated that he has a problem with the last sentence on page 21. He believed it was cold temperatures that kept many skiers away in December 2017, not “icy” conditions as stated. He also suggested that the statement should include a description of what projects the bonds were funding.
- Vote:** All in favor.

Written Reports

General Manager’s Report - GM Goddard provided an overview of the new financial summary format. He explained that, because of confusion around the date change for the September meeting, the manager reports were not included with the meeting materials. He also explained that his annual performance review was due in July and gave an overview of the process for submitting their feedback. All agreed to continue with the existing review format and provide their feedback to Chairman Nix, who will schedule time with GM Goddard to go over the review. GM Goddard will be out of the office next week for family medical leave but said he is available for work purposes should any issues arise. He reported that succession planning efforts are ongoing and the Finance Director search is underway with a strong candidate pool. The InTouch implementation is on schedule and going as planned with some products are already being sold on the new platform. He has begun looking into the accounting side of new the POS system and thinks it will save a considerable amount of time once they understand how to use it. Resort Services Director, Robin Rowe, said she thinks guests will be pleasantly surprised when they begin using it, especially after so many frustrating years on the old e-commerce platform.

Commissioner Gallagher asked for an update on September’s revenue. GM Goddard reported that Labor Day weekend was really strong and the rest of the month has been at or above budget so far. At this point, actuals are ahead of the projections for the month and management has been able to get through the month without touching any of the operating reserves. He continues to manage cash flow on a daily basis. When the RAN closes on September 21st he will need to arrange for a second signatory and asked that Steve Nix act in that capacity. He plans to transfer \$250k to the operating account and will be immediately issuing about that much in accounts payable which will bring all A/P up to the 30 days. Chairman Nix said they will speak by phone on Thursday to discuss it in more detail.

GM Goddard also reported on a potential legal issue with Gunstock’s Forest Management Plan. The enabling statute requires BCD approval for any conveyance of property. GM Goddard has been informed that once any trees are cut and sold, they may be considered “real” property and subject to BCD approval. The recommendations in the Forest Management plan need to be followed and he would like to see the entire plan approved. However, before any action is taken, he suggested getting a legal opinion on the property status as it relates to the enabling statute. He explained that a cut was scheduled for this fall

GUNSTOCK AREA COMMISSION MEETING

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but it is being postponed until further guidance from the GAC. Commissioner Durfee asked how the wood would be used and GM Goddard explained that most of what would be cut isn't marketable. Chairman Nix said he believed it would be considered a conversion, not a sale and agreed it was prudent to get a legal opinion on it before going further. Chairman Nix asked for an explanation of the \$51k "unexpected" expense for RFID card stock. GM Goddard said it was due to a change in terms with the vendor; the rep they had been working with left the company and management had to renegotiate the payment plan. The expense is in the financial statement but the funds will not be paid until the stock is delivered.

New Business

- a. *By-Laws* - No further action.
- b. *GAC Policies* - Commissioner Durfee asked the currently adopted GAC policies be posted on the new GAC website. At this time, there are only two policies in place: the Naming policy and an Archiving policy. The archiving policy has been drafted but was never approved so he asked that the GAC review it and vote on it in the October meeting. Chairman Nix noted the by-laws do not have any guidance on the adoption or approval of policies but he believes it can be adopted at the next meeting. This will be added to the October agenda for a vote. Commissioner Durfee will send the draft policy to GM Goddard to have it reformatted to the policy template.

Old Business

- a. *Ethics Policy* - Commissioner Gallagher reported that the draft policy was distributed at the August 21st meeting and a digital copy was forwarded to the GAC. Chairman Nix noted that the draft policy was modelled after the legislative template. He asked if there are other public commissions with established ethics policies that could be used for comparison and Commissioner Gallagher agreed to research that further. Commissioner Durfee said he believes some of the clauses are in conflict with by-laws for receiving remuneration (season passes) and that some statements are in conflict with or already covered in the enabling statute. He questioned whether a separate ethics policy was necessary given the other documents already in place. Commissioner Gallagher said he would begin benchmarking other groups/commissions to see how they structure their ethics policies and report back.
- b. *Historic Single Chair Project* - No further action was taken. GM Goddard suggested deferring the project until spring. All agreed.
- c. *GAC Website Development* - Commissioner Durfee reported that there has been significant progress on the project. The web page design is done and they are now working on content development. They will be prepared to present a functioning web page for GAC review and approval before going live and he is hoping to make a formal presentation by November.

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Other Business

BCD Gunstock Subcommittee - Rep. Howard noted that timber is considered real property which is why towns are permitted to charge a timber tax. He also noted that if the property is owned by the county then the revenues gained from the timber sale should probably go to the county.

Affiliated Agency Reports - None.

Miscellaneous - None.

Public Comment - Chuck Hildreth said he believes everyone at the mountain is doing a great job and thanked the management team and GAC for their work.

Adjourn

ACTION

Motion: Commissioner Dumais made a motion to adjourn the GAC meeting at 7:34PM.
Second: Commissioner Durfee.
Vote: All in favor.

Respectfully Submitted,

Russ Dumais, Secretary
Gunstock Area Commission