

Waterville Estates Village District

Budget Advisory Committee Meeting January 11, 2021

The Budget Advisory Committee meeting was called to order at 1603 hours via Zoom. Present were Mark Canfield, Linda Ivers, Gerry Panuczak. Guests included Maureen Patti.

Mr. Panuczak made a motion to accept the agenda as proposed by Mr. Canfield. Ms. Iver seconded the motion. All members present voted affirmative.

Ms. Ivers made a motion to accept 1/4/2021 meeting minutes. Mr. Canfield seconded the motion. All members present voted affirmative.

Ericka Benton was the staff guest to the meeting. Ms. Benton has worked on and off for the District for the past six years. Her most recent employment was involved with Ski Area lift operations, ski patrol, and insurance matters relating to the Ski Area. Following the ski season, Covid 19 compliance responsibilities were added, as well as, bar operations. Ms. Benton is currently planning operations for the year given the uncertainty in the pandemic environment, hiring staff and ensuring proper certifications are obtained, writing a procedures book, and taking steps toward inventory control with bar operations. Ms. Benton recommends an assistant position be added to ease her time commitment during operation days. Ms. Benton has twelve part time employees currently, and will add another four when the chairlift is operational. Staffing is a recurring issue bas the ski area is totally weather dependent. Cross training is also important as staff needs to be flexible to the needs of the operation on any given operation day. Ms. Benton described the current take out operation and how staff is allocated to the differing tasks involved. When the chairlift opens, Ms. Benton expects college students will be available to support the operations. The Budget Advisory Committee thanked Ms. Benton for her dedication to the District in these challenging times.

Mr. Panuczak asked Ms. Ivers to describe the payment process for quarterly payments from WEA to WEVD. Ms. Ivers stated that Ms. Kinney in the staff office sends quarterly notices to WEA notifying them of the amounts due.

Mr. Corey Smith joined the meeting. Mr. Canfield offered to assist the WEA board and Mr. Smith in reviewing the list of revenue enhancing and cost controlling list that he shared with Mr. Smith and Mr Hering. Mr. Canfield suggested another working session be scheduled with the General Manager and Assistant General Manager to continue line item budget discussions.

The committee agreed to invite Tracy Duffy to attend the next committee meeting to discuss the food operations.

The next meeting was scheduled for January 18, 2021 at 1600 hours. The meeting was adjourned at 1734 hours.

Respectfully Submitted

Gerry Panuczak