**ARCO NEWSLETTER**

March 4, 2020

Board of Directors Meeting

President – Kimberly Lampert 802 779-7194 Vice President – Donna Fuller 802 479-3191

Secretary – Kimberly Hart 802 272-5401 Treasurer – Kimberly Lampert 802 779-7194

Director – Joe Martaniuk 802 674-2946 Director – Jared Hart 802 249-0586

Road Commissioner – Vacant

Border Patrol – 800 689-3362 24/7 Customs Point of Entry – Norton, VT 24/7 or call 911

Sheriff - Trevor Colby 802 676-3500 Vermont State Police, Derby Barracks - 802 334-8881

ARCO Website – [www.arcoinc.org](http://www.arcoinc.org) Facebook - Averill Recreational Camp Owners Corporation

The March 4, 2020 Board of Directors meeting was held at Chili’s Restaurant in West Lebanon, NH. Those in attendance were Kim Lampert, Donna Fuller, Kimberly Hart, Joe Martaniuk and Jared Hart.

At 6:40PM the meeting was called to order by acting President Kim Lampert. Donna Fuller made a motion to approve the January 22 Board meeting minutes. Jared Hart seconded the motion and the motion carried.

**Secretary’s Report – Kimberly Hart**

Minutes from the January 22, 2020 meeting were sent via email on February 10, 2020 to all members we have an email address on file for. Minutes are now also posted on the ARCOinc.org website.

One camp, 917 Jackson Rd, has been transferred from parents to daughter. She was sent a new owner packet.

Letters were mailed on February 15 with return SASE to 32 ARCO members we did not have email addresses for. To date we have received four replies with email addresses. No deadline was given for return of letters, so follow up by phone call may be necessary if no response received by the end of March.

A road update email was sent to the membership on February 25 regarding road conditions. The same message was also posted on the ARCO Facebook page. Comments from members about the notices were very positive and expressed appreciation for the heads up.

Donna updated Corporation info on the Vermont Secretary of State’s office website. Officer information is now current and correct.

Donna Fuller made a motion to accept the report as given and Jared Hart seconded. The motion carried.

**Treasurer’s Report – Kimberly Lampert**

At the end of February, we have one outstanding camp assessment remaining. ARCO will file a complaint in small claims court if payment has not been received by the end of March. We are now over the budgeted amount for winter roads. The Board will be authorizing plowing on a storm-by-storm basis as overages will have to be paid from the regular roads budgeted amount going forward.

Joe Martaniuk motioned to accept the report as given with a second from Kim Hart. Motion carried.

**Road Report**

As noted in the Treasurer’s report, the winter roads budget has been exhausted. Because monies will have to be moved from the summer roads budget to cover expenses for further winter road activity, it may become necessary to close the roads earlier than the traditional mid-April closing. If this happens, it would be to avoid exhausting funds needed for critical road work in the spring and summer should it be necessary.

The Board will keep the membership advised and will provide notices as far in advance as possible if events warrant an early road closing. We plan to send an update via email and post the same notice to the ARCO website and Facebook page after this meeting.

The culvert report provided by previous Commissioner Josh Benson, was reviewed and discussed. It was noted in Josh’s comments that one culvert at the beginning of Jackson Rd that was damaged during fall road work activities will need to be replaced in the spring. All other culverts will be checked in the spring and potential action plans developed accordingly.

Current contractor engagement and contracting policies are under Board review. How we hire and contract with contractors for plowing and road work are being discussed and current contract templates are being reviewed. We live in a changing world making it necessary for ARCO to ensure the way the corporation engages with service providers changes to support needs in current environments.

**Sheriff’s Report**

The Sheriff reported to Kim Lampert that not all camps are displaying E911 addresses, forcing them to use lot numbers on their reports. ***We ask that lot owners who have not yet posted their E911 address to please do so as soon as possible. First responders being dispatched to emergencies in the Averills will not know lot numbers and this will likely result in emergency aid being delayed.***

**Old Business – Kimberly Lampert**

District 7 Environmental Commission

To date, ARCO has not received follow up communication regarding our reply to the Commission’s inquiry. We will keep the membership posted with developments as they unfold.

Bylaws Committee

The Bylaws Committee has completed their review of current Bylaws and Rules, Regulations and Guidelines documents and have presented their recommendations to the Board. Accordingly, a Special Meeting of the membership has been set for June 6, 2020 at 10:00AM at the Norton Town Hall to review, comment and vote on proposed changes to these documents. Copies, with the proposed changes, will be emailed (or mailed to those we do not have email addresses for) to owners for review prior to the meeting. These will be the only two items on the agenda for this meeting and we look forward to hearing your comments on the proposed revisions.

As this meeting is early June, temperatures may still be on the chilly side. To save expense, we will not be asking to have the heat turned on in the Town Hall. We suggest you plan accordingly and come prepared for a cool meeting environment.

Corporation Documents

In previous newsletters we asked the membership about companies that could provide shredding, scanning and archiving of ARCO corporation documents. To date we have had no response and will continue to look for solutions. Board members are researching retention requirements and costs for shredding and document storage options.

**New Business – Kimberly Lampert**

Since our last update we have welcomed one new camp owner! We would like you to join us in welcoming Jeremy & Mary Reed of 177 Jackson Rd to our ARCO family.

The next scheduled meeting of the membership will be a Special Meeting and will be held June 6th at 10:00AM at the Norton Town Hall in Norton, VT. A meeting agenda and copies of the two items scheduled for discussion and vote will be provided to the membership no later than May 15th.

Warmer temperatures prompted the Board to begin discussing the spring road closure. Patrick Kerin has offered his assistance, and that of Danny Lepine, to help with the closing. Joe Martaniuk has already dug out the gate in preparation and will welcome Patrick and Danny’s experience when performing road closing activities in the near future. We appreciate their kind offer and we thank, Patrick, Danny and Joe.

At this year’s annual meeting, we will be voting to elect five (5) new Directors to the Board. There will be four (4) Director positions open with two-year terms, and one (1) Director position open that will complete the final year of a two-year term. We encourage all members who desire to serve the membership to contact either member of the Nominating Committee, Rowdy Doyon (802 343-3728) or Paul Perry (802 431-7212), by June 30th with your interest.

Regular membership, special and annual meetings are warned as set forth in the ARCO Bylaws. Board meetings are also warned so members who want to attend can plan to do so. Meetings are warned on the ARCOinc.org website and we have begun to warn meetings on the Averill Recreational Camp Owners Facebook page, too!

As always, we encourage members to contact any Board member with questions, concerns or suggestions. We are here to answer your questions and to serve you.

At 9:00PM Kim Hart made a motion to adjourn. Motion was seconded by Joe Martaniuk and the motion carried.

Respectfully submitted by

Kimberly Hart, ARCO Secretary