**Averill Recreational Camp Owners, Inc  
\*\*\*NOTICE OF ANNUAL MEETING\*\*\*  
  
PLACE OF MEETING:**Little Averill Boat Launch, Averill, VT  
**DATE & TIME:**Saturday, August 2, 2025, at 10:00AM  
**TYPE OF MEETING:** Regularly Scheduled Annual Meeting of the Membership

***NOTES:***

***1.***        ***Action will be taken on all agenda items, unless otherwise noted.***

***2.***        ***The agenda is a tentative schedule. The Board of Directors may act upon agenda items in a different order than is stated in this notice to affect the membership’s business in the most efficient manner possible.***

***3.***        ***The Board of Directors may combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.***

***4.***        ***In the interest of time, the Board of Directors reserves the right to impose uniform time limits of not more than three minutes upon matters devoted to member comment.***

***5.***        ***Voter registration is from 9:30 to 9:50AM. Tables will be set up and manned with volunteers to authenticate voters and to provide ballots and assigned proxies.***

***6.***        ***Absentee voting for Directors to the Board will not be available. Voters must be present to vote on the slate of nominees.***

***7.***        ***Proxy ballots have been included with the meeting packet.***

***a.***       ***Proxies are valid for August 2, 2025 Annual Meeting voting and only for those matters listed on the form.***

***8.***        ***ARCO property owners in good standing are eligible to vote on all matters that come before the membership at the annual meeting.***

***a.***       ***Good standing means your current assessment and any interest charges, if accumulated, are paid prior to the annual meeting***

***b.***       ***One (1) vote per lot.***

Please print your own copies of this warning and related documents; there will be no extra copies available at the meeting.

We will not be providing refreshments and encourage you to bring your own drinks and snacks. Also, please bring your own chair. Thank you.

Warm Regards,

Sandra

Sandra L. Reynolds, ARCO Secretary  
2840 US Route 7, Swanton, VT 05488  
(802) 868-7385 | Sandra.reynolds2002@yahoo.com

Enclosures:

Copy of 2025 Annual Meeting Agenda

Copy of 2024 Annual Meeting Minutes

2024-2025 Monthly Financial Report and Balance Sheets

2025-2026 ARCO Proposed Annual Budget

2025 Annual Meeting Proxy Ballot

President's Report

Secretary's Report

Treasurer's Report

Road Report

Beach Committee Report

**ARCO 27th Annual Meeting Agenda**

**August 2, 2025**

1. ***Call to Order*** *Dale Gilman President*
2. ***Pledge of Allegiance***
3. ***Moment of Silence*** *for those who have passed away since the August 2024 Annual Meeting*
4. ***Presidents Annual Report*** *Dale Gilman, President*
5. ***Secretary’s Report*** *Sandra Reynolds*
6. ***Treasurer’s Report*** *Brad Lockwood*
7. ***Auditor’s Report*** *Audit Committee*
8. ***Old Business***
9. *Review and adoption of minutes: Minutes of the 2024 Annual Meeting*
10. *Road Report*
11. *Water Report*
12. ***New Business***
13. *Proposed 2025-2026 Annual Budget Presentation: Brad Lockwood*
14. *Proposed 2025-2026 Annual Budget Vote*
15. *Nominating Committee Report: John Hall, Lori Lockwood.*
16. *Nominations and elections for 2025-2026 Nominating Committee*
17. *Elections of directors by ballot: 3 directors for 2year term.*
18. *Nominations and elections for 2025-2026 Audit Committee*
19. *Election Results Announcement*
20. *Beech Committee report*
21. *Past Board member recognition*
22. ***Meeting Adjournment***

***2025 President’s Annual Report – Dale J. Gilman, President***

*Good morning and welcome to the 27th Annual ARCO membership meeting. It’s hard to believe that we are entering our 28th year since incorporating.*

*We have had a couple of properties change ownership again this past year within ARCO. Please stand and introduce yourself. Welcome to the area!*

*I would like to thank the members that helped over the last year. First, Joe Martaniuk. Joe has assisted us for several years with the road closure. Joe also keeps in close contact with the Board and relays clear and accurate info regarding the road.*

*Thank you to Peggy Lajeunesse and Connie Jackson for their time auditing the ARCO books.*

*Thank you to John Hull and Lori Lockwood assisting us for Board member nominations.*

*Thank you to Darlene Gilman and Lori Lockwood for assisting at the registration table.*

*A few reminders to all members:*

*Golf carts, 4 wheelers, off-road buggies are not permitted on any of the roads that travel to your camp property. ARCO did not get approval for golf carts on our roads due do a complaint to UTG and a Jurisdiction Opinion not to allow Golf Carts on ARCO roads. The Board is in the process of obtaining a permit to allow Golf Carts on the ARCO roads.*

*Please remember the burning of all trees/brushes requires a burn permit from the fire forest warden.*

*All dogs must be kept under the camp owner’s control. All dogs are to be always leashed when leaving your property. We have many little kids and adults walking or biking the roads within ARCO and their safety is extremely important.*

*The Sandy Beach area on Beach Road is a private beach. ARCO owns to the left of the path from the parking lot. Most of the area to the right of the path belongs to Quimby. We continue to work with Quimby regarding the beach and any concerns that arise. The Board has formed a beech committee to address the issues that continue at the beach area.*

*Please make sure that your vehicle has an ARCO sticker attached on the inside of your vehicle when parking at the beach. Please remember glass is not permitted on the beach at any time and no campfires. Please bring OUT what you bring IN to the beach. Unfortunately, there continues to be issues with non-members having fires, littering and letting dogs run on the beach. The Board is working on new signs to limit the number of issues with non-residents.*

*A reminder for those of you who use generators that quiet hours are 11 p.m. to 7 a.m. Please refer to the Rules & Regulations if you have any questions.*

*LandVest submitted our land for Common Use, and it was approved by the State of Vermont on February 13, 2025. This approval reduces our tax burden and protects the sensitive ecological areas on the lake shore.*

*I think you will find the spring roads to be in great shape. Patrick Ryan works closely with Laurent Rancourt regarding the road and its conditions. If at any time you see any road issues, I ask that you please contact ARCO Road Agent directly.*

*As a reminder the road that leads to your camp is owned by the timber company. We have a right-of-way to our camps. The road closes between 6-8 weeks each spring to allow thawing. This road when originally made was not built for year-round access.*

*For those who may be considering a building addition, please contact the UTG regarding a permit and zoning before beginning construction.*

***The ARCO Facebook page and the ARCO WEBSITE are up and running and are managed and monitored by our secretary, Sandra Reynolds****.*

*The ARCO BOD meets approximately 4-6 times per year plus this annual meeting. All Board members are required to adhere to the Board of Directors guidelines. Meetings are kept to a 2-hour limit. We try to meet in Averill and now we use MS TEAMS. Our Secretary, Sandra Reynolds did an outstanding job getting the MS Teams set up and now all members can attend the board meetings electronically.*

*I would like to thank each Board member for their time and efforts.*

*Special thanks to Patrick Ryan for all the effort in getting our roads in shape after the summer flooding last summer.*

*I would also like to thank Brad Lockwood for the tremendous job he is doing as an active Board member and our Treasurer. Brad updated the assessment list and was successful getting out the annual assessments this year. Brad has one of the most demanding roles as a Board member and continues to do an outstanding job.*

*I would like to thank Sandra Reynolds for organizing and updating the ARCO Members E-mail list, making it easier to communicate with all our members.*

*This current Board has endured many situations but continues to be mindful and represents all 140 camp lot owners to the best of our ability. The board encourages every ARCO member to serve on the board of directors.*

*Please refer to the ARCO Bylaws and ARCO rules and regulations for information that pertain to your camp property. Information is also listed on our website.*

*If at any time you have any questions, please contact me or any Board member directly. Our phone numbers are listed at the top of the newsletters that you receive via email. Info is also posted on the web.*

*I would again like to thank all of those who are attending here today, the Board of Directors and members who help us when asked.*

*Respectfully submitted,*

*Dale J. Gilman, President*

**Road Report from July 1, 2024 – June 30, 2025, Patrick Ryan, ARCO Road Commissioner**

**In 2024**:

*The road closed on: 04/09/2024 and re-opened on 04/26/2024*

* *Total Road Costs were: 22,495.75*
  + *The number of Culverts replaced: 3*
  + *42 Loads of Gravel (504 Yards) Jackson Road, Loop Road Extension, from the Y past little Averill Boat launch to end of ARCO.*
  + *Finished Grading, Rock Raking, and Chloride on*

*The flood occurred on: July 10 & 11 2024*

*The storm damaged parts of Jackson Road, the hatchery Brook Rd (heading to the beach) and the Beach Road.  All the roads had varying degrees of washouts and most inner roads had erosion that occurred on the edges of the roads including some culverts being upended.  I contacted the Paper Company, ANR and Rancourt.  Rancourt reset a couple of culverts and cleaned others out.  Rancourt replaced a 3FT culvert, added Gravel and smoothed out some of the roads: The total costs were $9,152.23 estimated costs to bring road back to its previous condition before the storm included another $9,000. Unfortunately, the road costs were slightly higher, topping 30,000 to bring the road back to its original condition. Fortunately, we were able to split the cost into two payments.*

**In 2025:**

*The road closed on 03/30/2025 and then re-opened**on 05/06/2025.*

* + Total road costs were: $3500.00
  + The number of culverts replaced = 0
  + No gravel
  + Graded, rock raking and chloride on – 06/09/2025.

*The Board explored options for improving the water flow in the area that has rock ledge. This area continues to prove to be tricky because when it rains, it overwhelms the capacity of the culvert. In speaking to Rancourt, the Ledge is a major factor in managing the water flow. Rancourt explained that he could put an additional culvert near the original culvert but couldn’t put a larger culvert in because of the ledge. Another option could be to cut a pathway for the water into the ledge, but this would be very costly. Another option would be to slow the water down by creating a barrier or pond-like system above the culvert back in the woods. Rancourt believes since this wasn’t an issue in the past that the recent logging operation done above the culvert has caused the water to run off with nothing to slow it down. The board suspended the idea of adding an additional culvert to manage the water until the watershed project through ALA has been explored as they may have immediate funding, we could utilize to fix the issue reducing our cost significantly.*

*Additionally, the board is waiting for an estimate from Rancourt for gravel and grading of the Cowen Rd as there are spots that are very thin.*

**In 2023:**

* Total road costs was 21,925.00
* In 2023 The road opened on May 12th
* Finished Graded the road by June 7th, 2023
* 2 Culverts were replaced and another needs to be done (beach Rd)
* 44  Truck Loads of gravel (526 yards) were added to Jackson Rd., Hatchery Brook Rd. Loop Rd., and the Boat Access.
* Grading,Rock Raking, and Calcium was done
* Road repairs to the Loop Rd, and Beach Rd. We’re done after the flooding rains (small ruts caused by the hard rain).

Logging Operations

**In 2022:**

* Total Costs for 2021 was 12,742.75
* Total costs for 2022 was 27,118.87
* In 2022 the road opened May 15 and road work commenced.
* Seven (7) culverts were replaced
* 33 truck loads of gravel were added to Jackson, Hatchery Brook, and Cowan Roads.
* The paper company did the grading they owed us
* Road closed April 12, 2023.

**2025 ARCO Annual Meeting Secretary’s Report - *Sandra Reynolds, ARCO Secretary***

*All regular meeting minutes have been sent to the membership. The warning letter for the annual meeting was emailed or mailed to all members by July 16, 2024. Included in the warning were ten (10) documents for membership review:*

* *Copy of 2025 Annual Meeting Agenda*
* *Copy of 2024 Annual Meeting Minutes*
* *2024-2025 Monthly Financial Report and Balance Sheets*
* *2025-2026 ARCO Proposed Annual Budget*
* *2025 Annual Meeting Proxy Ballot*
* *President's Report*
* *Secretary's Report*
* *Treasurer's Report*
* *Road Report*
* *Beach Committee Report*

*I would like to commend my predecessors as ARCO secretary for doing an exceptional job in a position that poses multiple challenges and learning curves. I appreciate the ARCO family for its patience as I learned to navigate this position for the past two years; I’ve had big shoes to fill and hope that I’ve done well by ARCO members.*

*Upon entry into the secretary position, I initially received 51 Daemon Mailer Failures for ARCO members. I am currently down to two (2). The membership list and email contact continue to be updated with the most current information, especially as properties change hands. Since the last annual meeting we welcomed new members to ARCO and new member information has been sent accordingly.*

*The board has been working diligently on behalf of ARCO members since the fiscal year began. After last year's beach incidents, etc. Connie Clavadetscher formed a beach committee with input from Tim and Eileen Barry and John Hull. They discussed possible locations and language for new signage for beach rules as well as possible ways to enforce ARCO rules.*

*Dale Gilman worked passionately with LandVest to get ARCO into land use while Patrick Ryan continuously works closely with contractors, etc. to maintain ARCO roads.*

*Kim Hubbard has been working on a signage project as well as working closely with ALA. Kim previously informed us ALA was pushing for the Lake Wise award for Big Averill and was seeking 5-6 lakefront camps to participate. He now has signage from ALA informing that Little Averill has earned The Gold Lake Wise Award, meaning 15%+ property owners are recognized to have taken actions to make their properties Lake Wise. Kim indicated that ALA wishes to post the sign at the boat launch. Please note, we are only the 6th pond/ lake to receive one. This accomplishment highlights ARCO community’s passion for keeping our lakes pristine and combined with the greeter program, it shows ARCO’s commitment to recreation and water quality efforts, working together for a better community.*

*Brad Lockwood works effortlessly to maintain ARCO finances. He has done a phenomenal job on behalf of the ARCO community.*

*Greg Donahue’s business expertise has proven beneficial to the ARCO board. His ideas and suggestions have proven valuable in developing ideas and plans to execute our tasks.*

*Last, but not least, I am working closely with the District Coordinator from District 7 Environmental Commission regarding golf cart usage on ARCO roads and working to obtain the proper permit to drive golf carts. You can find detailed updates about that in previous emails, newsletters, and meeting minutes.*

*As always, the Board invites members to join them in the collective pursuit of excellence and empowerment for ARCO by offering input, joining board meetings, sending in photos or information to share via email, Facebook, or the webpage.  Together, we continue to promote excellence in the ARCO community through inclusion.  With member support and through shared dedication, we will uplift the lives of those connected to ARCO.  Please continue to reach out to any member of the board with any questions, suggestions, or ideas.*

*In closing, on behalf of the Board and ARCO members, we would like to thank you all for your continued support.*

*Respectfully Submitted,*

*Sandra Reynolds, ARCO Secretary*

***Annual Meeting 2025 Treasurer Report – Brad Lockwood, Treasurer***

*Good morning to you all and thank you for coming today.*

*All Lot owners have paid last years assessment fee. This years assessment fees are billed in September and will be due in October. Please update your contact information with Sandra of myself so we can mail invoices to the correct addresses.*

*ARCO accounts remain strong and our accounts are held with M&T Bank. Through our fiscal year end on June 30th our balances are:*

*Business Checking : $ 14,525.07*

*Commercial Money Market : $ 37,087.16*

*Commercial Savings $ 7,466.27*

*Account Totals: $ 59,078.50*

*We have one outstanding invoice that has carried over to this current fiscal year. The invoice from Rancourt, for road repairs last summer, has been partially paid. We have paid $20,000 of the $39,265.36 invoice. Rancourt agreed to let us pay it over two fiscal years. The remaining balance of $ 19,265.36 will be paid this fiscal year.*

*We have emailed you a copy of our Financial report and Balance Sheet. Our internal auditors have reviewed our books and will report on that.*

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AI-generated content may be incorrect.*

**2025 ARCO Annual Meeting Beach Committee Report - *Connie Clavadetscher, Vice President***

*The Board established a Beach Committee to address escalating concerns at the ARCO-owned beach on Great Averill Lake. Reports included a physical altercation, dog and human waste, unauthorized fires, fireworks, and illegal camping—prompting the need for intervention.*

*The Beach Committee, chaired by BOD Vice President Connie Clavadetscher and supported by Tim and Eileen Barry along with John Hull, worked to implement several key measures:*

* ***Targeted Communications:****Identified the target audience as unauthorized visitors, non-ARCO members or guests.*
* ***Enhanced Signage:****new signs at strategic locations including the Great Averill boat launch (approved by VT Fish & Wildlife), Beach road, the beach parking lot, and on the beach itself to reinforce no trespassing.*
* ***Quimby Coordination:****Established communication and gained support of Gene at Quimby Country Club.*
* ***Filed a No Trespassing notice****with the Vermont State Police and the Unified Towns & Gores (UTG) to formalize enforcement capabilities.*
* ***Member Awareness:****Published the beach rules for ARCO members on the ARCO Facebook page and website to ensure member understanding and compliance.*

*These efforts collectively strengthen the stewardship of the ARCO beach, improving safety, preserving the property, and reinforcing member and community expectations.*

*---*

*Sincerely,*

*Connie*

**ARCO NEWSLETTER**

**July 13, 2024**

**Board of Directors Meeting**

President – Dale Gilman (802)-249-0655

Vice President – Kent Koptiuch (802)-233-4423

Treasurer – Brad Lockwood

Secretary – Sandra Reynolds (802)-868-7385

Road Commissioner - Patrick Ryan (802) 334-5277

Director – Greg Donahue

Vermont State Police, Derby - 802 334-8881 or call 911 Sheriff - Trevor Colby 802 676-3500

Border Patrol – 800 689-3362 24/7

Customs Point of Entry – Norton, VT 24/7 or call 911

Facebook - Averill Recreational Camp Owners, Inc

ARCO Website – [www.arcoinc.org](http://www.arcoinc.org)

The 26th ARCO Annual Meeting was held at the Little Averill Board Launch on August 3, 2024. There were 44 members present who enjoyed gentle breezes with sunshine and blue skies.

The meeting was called to order by President Dale Gilman at 10:08 am. Members were led in the Pledge of Allegiance and offered a moment of silence to honor those ARCO members, family and friends who passed away since last year’s annual meeting.

**2024 ARCO Annual Meeting Secretary’s Report - *Sandra Reynolds***

*All regular meeting minutes have been sent to the membership. The warning letter for the annual meeting was emailed or mailed to all members by July 21, 2022. Included in the warning were six (6) documents:*

* *Copy of 2024 Annual Meeting Agenda*
* *Copy of 2023 Annual Meeting Minutes*
* *Copy of June 30, 2024, Balance Sheet*
* *Copy of 2023-2024 Monthly Financial Report*
* *Copy of 2024-2025 ARCO Proposed Annual Budget*
* *2024 Annual Meeting Proxy Ballot*

*An ARCO Camp Owner Contact Information Sheet was included in the packets mailed to members without email addresses. If you have had a change in address, phone number, email, etc. please contact me and I will get the information updated accordingly.*

*I would like to commend my predecessor for doing an exceptional job in a position that poses multiple challenges. Upon entry into the secretary position, I received 51 Daemon Mailer Failures for ARCO members. The membership list and email contact continue to be updated with the most current information, and I am down to four (four) email failures.*

*As a reminder, ARCO documents and meeting minutes are not sent via the postal service; they are emailed and posted to the ARCO website. If you, or someone you know, would like to receive newsletters and ARCO correspondence via email, please ensure we have the most up-to-date information.*

*Since the last annual meeting we welcomed four new members to ARCO and new member information has been sent accordingly.*

*On June 30th, President Dale Gilman, several ARCO members, and I had the opportunity to attend the Averill Lakes Watershed Action Plan Meeting at Jackson Lodge with members from Averill Lakes Association (ALA) and the community. The Memphremagog Watershed Association (MWA), in partnership with the Essex County Natural Resources Conservation District (ECNRCD) were awarded a contract by the Vermont Department of Environmental Conservation (VTDEC) to develop a Lake Watershed Action Plan (LWAP) for Little and Great Averill Lakes. This collaborative process is a strategic tool used to identify threats to lakes and ponds and develop an actionable plan which works to protect and improve water quality and aquatic habitat in Averill.*

*As part of the LWAP, Patrick Hurley and Gabryel Gianoni will be conducting field assessments to evaluate tributaries, shorelands, roads, driveways, working forest lands, and other features of landscape to characterize and prioritize potential restoration and enhancement projects in the area. Throughout the process you may see them walking ARCO lands and introducing themselves to seek permission to access and assess properties, specifically those camps located on the lakes as well as streams and tributaries in the area. They are here to identify threats to water quality, habitat, and the lake ecosystem health and would like to assess at least 15 camps on the waterfront. Any results will be summarized in a final report, designs will be developed for the most beneficial and significant projects, and all information will be posted on their website (mwavt.org). The plan will be developed with community and stakeholder input to reflect the needs and character of the Averill watershed.*

*An ARCO member requested to make a motion under “New Business” to re-word the current #4 Regulation under ARCO Rules and Regulations, which currently reads:*

*4. No powered vehicles such as ATVs (All Terrain vehicles), UTVs, golf carts, unregistered vehicles, off highway recreational vehicles, off-road dirt bikes, 3- & 4-wheelers, doodlebugs, or snowmobiles are permitted on any roads, rights of way or common lands. This is to prevent costly repairs to roads and environmental damage as well as for safety. (Snowmobiles are permitted on approved snowmobile trails).*

*The member proposed the following wording change to #4 of the regulations:*

*4. No powered vehicles such as ATVs (All Terrain vehicles), UTVs, unregistered vehicles, off highway recreational vehicles, off-road dirt bikes, 3- & 4-wheelers, or doodlebugs, are permitted on any roads, rights of way or common lands. Because the Environmental Easement legally and permanently limits and restricts uses of land; it absolutely prohibits ATVs or UTVS to prevent environmental damage. This also prevents costly repairs to roads as well as ensures safety.*

*The ARCO member further added that a motion to discuss adding #8 to the ARCO Rules and Regulations be introduced at the Annual Meeting. The member also proposed the following language:*

*4. Snowmobiles and golf carts~~, and dual-purpose motorcycles (both on-road and off-road dirt bikes that are registered and insured for legal highway travel)~~ are permitted on ARCO roads if they are fully insured and registered. Golf carts must display an ARCO Pass and are permissible if operated by a valid licensed driver. Snowmobiles must possess a valid TMA (VAST sticker) and anyone operating them would be required to have proof of Snowmobile Safety Education Certificate (anyone born after July 1, 1983). Those operating a snowmobile without a valid driver’s license would be required to have an accompanying individual with one (adult).*

*In closing, on behalf of the Board and ARCO members, I would like to send deepest condolences to Gregg Normandin who is unable to be at the annual meeting because he is attending his mother’s funeral. Please keep him in your thoughts and prayers.*

*Respectfully Submitted,*

*Sandra Reynolds, ARCO Secretary*

Ivonne Rice motioned to accept the report as given. John Hull seconded. The motion carried.

**Treasurer’s Report – *Brad Lockwood***

*Hello Everyone and thank you for coming. I want to thank Kim Lampert for her many years of service to the board and her help with getting me on board as treasurer.*

*This past year we purchased a subscription for QuickBooks Online. The fee is $15 per month. Hence, whoever the treasurer and auditors are, they can now simply login and use the files.*

*Everyone was sent a copy of the Financial Report and Balance Sheet with the annual meeting minutes for review by membership.*

*One big expense item that didn’t show up under last fiscal year’s expense was the payment for the Spring road work ($22,495.00). In the past we generally paid for this in June. This year I paid the bill in July. In total we spent $51,221.75 on our roads this past fiscal year, over 85% of our total budget.*

*One other note was for the forestry project that we approved $3,000 for last year and we signed an agreement with LandVest to pay them $2,740 for the management plan. So far we have paid just the deposit of $675. So the $2,055 showing in the proposed budget for this year is that balance due for the plan.*

*Respectfully submitted,*

*Brad Lockwood.*

Ivonne Rice made a motion to accept the report as given. Missy Benson seconded the motion; motion carried.

**Auditor’s Report – *Peggy Lageunese***

*The books appear to be in good order. There is an outstanding payment to Sandra Reynolds for a credit card payment to the Vermont Secretary of State’s office to update ARCO’s corporate records for $50.*

[After the meeting Brad Lockwood delivered a check to Sandra Reynolds for reimbursement].

John Hull made a motion to accept the auditor’s report as given. Terry Mitchell seconded the motion; motion carried.

**President’s Annual Report – *Dale Gilman***

*Good morning and welcome to the 26th Annual ARCO membership meeting. It’s hard to believe that we are entering our 27th year since incorporating.*

*We have had a couple of properties change ownership again this past year within ARCO. Please stand and introduce yourself. Welcome to the area!*

*I would like to thank members that helped over the last year. First, Joe Martaniuk. Joe has assisted us for several years with the road closure. His tractor efforts for clearing out the gate is a big help. Joe also keeps in close contact with the board and relays clear and accurate info regarding the road.*

*Thank you to Peggy Lajeunesse and Connie Jackson for their time auditing the ARCO books.*

*Thank you to Mike Farmer and Missy Benson assisting us for board member nominations.*

*Thank you to Darlene Gilman and Lori Lockwood for assisting at the registration table.*

*A few reminders to all members:*

*Golf carts, 4 wheelers, off-road buggies are not permitted on any of the roads that travel to your camp properties.*

*Please remember the burning of all trees/brush requires a burn permit from the fire forest warden.*

*All dogs must be kept under the camp owner’s control. All dogs are to be always leashed when leaving your property. We have many little kids and adults walking or biking the roads within ARCO and their safety is extremely important.*

*The Sandy Beach area on Beach Road is a private beach. ARCO owns to the left of the path from the parking lot. Most of the area to the right of the path belongs Quimby. We continue to work with Quimby regarding the beach and any concerns that arise.*

*Please make sure that your vehicle has an ARCO Sticker attached on the inside of your vehicle when parking at the beach. Please remember glass is not permitted on the beach at any time and no campfires. And please bring OUT what you bring IN to the beach. Unfortunately, there continues to be issues with non-members having fires, littering and letting dogs run on the beach.*

*A reminder for those of you who use generators that quiet hours are 11 p.m. to 7 a.m. Please refer to the Rules & Regulations if any questions.*

*LandVest is on a plan to enter our lands into Common Use to reduce our tax burden and protect the sensitive ecological areas on the lake shore. Landvest is on plan to meet the September 1, 2024, deadline to submit our plan to the state.*

*The board submitted a contract to Fish and Wildlife to use our boat access on little Averill Lake. The contract is a 20-year contract for $1000 with 1.5 % increase each year. The contract can be cancelled with a 1-year notice by either party. The board felt this is aligns with the wishes of the membership request for a simple agreement. Arco has never had a written agreement in the past. Mike W said the agreement needs to be a long-term agreement so the state can get grants for repairs if needed. Presently the contract is being reviewed by Fish and Game management.*

*The board has also been working with other organizations to ban Wake Boats on Little Averill.*

*We provided portable toilets at the Little Averill Access to be used by the public and the people educating boaters on the need to make sure their boats are washed to reduce milfoil in the Little Averill Lake.*

*After many requests to allow camp owners to access their camp to view the Eclipse the board decided to keep the road open longer this spring so our members could use their camps to view the once in a lifetime event. The roads held up and there was no damage due to the delayed closing of the roads. Mother Nature helped with cooler weather.*

*I think you will find the spring roads to be in great shape. Patrick Ryan works closely with Laurent Rancourt regarding the road and its conditions. If at any time you see any road issues, I ask that you please contact ARCO Road Agent directly.*

*As a reminder the road that leads to your camp is owned by the timber company. We have a right-of-way to our camps. The road closes between 6-8 weeks each spring to allow thawing. This road when originally made was not built for year-round access.*

*For those who may be considering a building addition; please contact the UTG regarding a permit and zoning before beginning construction.*

***The ARCO Facebook page and the ARCO WEBSITE are up and running and is managed and monitored by our secretary Sandra Reynolds****.*

*The ARCO BOD meets approximately 4-6 times per year plus this annual meeting. All board members are required to adhere to the Board of Directors guidelines. Meetings are kept to a 2-hour limit. We try to meet in Averill but now we use MS TEAMS Our Secretary Sandra Reynolds did an outstanding job getting the MS Teams set up and now all members can attend the board meetings electronically.*

*I would like to thank each board member for their time and efforts.*

*A special thanks to Patrick Ryan for being a board member and the Road commissioner. Patrick will continue as the road Commissioner as it is now an appointed position.*

*I would also like to thank Brad Lockwood for the tremendous job he is doing as an active board member and our treasurer. Brad has updated the assessment list and was successful getting out the annual assessments this year. Brad has one of the most demanding roles as a board member and continues to do an outstanding job.*

*I would like to thank Sandra Reynolds for organizing and updating the ARCO Members E-mail list, making it easier to communicate with all our members. Sandra also made it possible for any member to attend the board meetings electronically via MS TEAMS.*

*This current board has endured many situations but continues to be mindful and represent all 140 camp lot owners to the best of our ability.*

*Please refer to the ARCO bylaws and ARCO rules and regulations for information that pertains to your camp property. Information is also listed on our website.*

*If at any time you have any questions, please contact me or any board member directly. Our phone numbers are listed at the top of the newsletters that you receive via email. Info is also posted on the web.*

*I would again like to thank all of those who are attending here today, my board of directors and members who help us when asked.*

*Respectfully submitted,*

*Dale J. Gilman, President*

Lori Lockwood made a motion to accept the President’s Report as given. Missy Benson seconded the motion; motion carried.

**Road Commissioner’s Report – *Patrick Ryan***

*In 2024:*

* *Road closed on: 04/09/2024*
* *Road opened on: 04/26/2024*
* *Total Road Costs were: 22,495.75*
* *The number of Culverts replaced: 3*
* *42 Loads of Gravel (504 Yards) Jackson Road, Loop Road Extension, from the Y past little Averill Boat launch to end of ARCO.*
* *Finished Grading, Rock Raking, and Chloride on*

*The flood occurred on: July 10&11 2024.*

*The storm damaged parts of the Jackson Road, the hatchery Brook Rd (heading to the beach) and the Beach Road. All the roads had varying degrees of washouts and most inner roads had erosion that occurred on the edges of the roads. I contacted the Paper Company, ANR and Rancourt. Rancourt reset a couple of culverts and cleaned others out. Rancourt replaced a 3FT culvert, added Gravel and smoothed out some of the roads: Total costs were 9,152.23 estimated costs to bring road back up to condition before the storm another 9,000. Checking with ANR and Paper Company about cost sharing.*

*In 2023:*

* *Total road costs were 21,925.00*
* *In 2023 The road opened on May 12th*
* *Finished Graded the road by June 7th, 2023*
* *2 Culverts were replaced and another needs to be done (beach rd)*
* *44 truckloadsa of gravel (526 yards) were added to Jackson rd., Hatchery Brook rd. Loop rd., the Boat Access*
* *Grading, Rock Raking, and Calcium was done*
* *Road repairs to the Loop Rd, and Beach Rd. We’re done after the flooding rains (small ruts caused by the hard rain).*

*Logging Operations*

*In 2022:*

* *Total Costs for 2021 were 12,742.75*
* *Total costs for 2022 were 27,118.87*
* *In 2022 the road opened May 15 and road work commenced*
* *Seven (7) culverts were replaced*
* *33 truckloads of gravel were added to Jackson, Hatchery Brook, and Cowan Roads*
* *The paper company did the grading they owed us*
* *Road closed April 12, 2023.*

*ARCO members such as Jo Martiniuk and John Hull have been helping out.*

John Hull commented that ARCO should be taking the $20,000 out of reserves to cover the storm damage. Daniel Lepine asked if that would change ARCO membership from $474 back to $400. Patrick indicated that would be discussed when the budget is reviewed.

Kim Hubbard asked about doing outreach for funds from non-ARCO members who use the roads to help with repairs. Kim Lampert indicated she previously sent letters to 30 or 40 people around the lake not in ARCO. Craig Wiggett noted it might be beneficial to send financial information out to them when seeking funds to show them a breakdown of costs. Kim Hubbard will reach out to non-ARCO members in the area.

Albie Borne asked what could be done about the potholes on Jackson Rd. Patrick said that they will be taken care of with the annual grading normally done after Labor Day. Danny Lepine asked if there could be rock raking done instead of grading. Patrick will reach out to Laurent Rancourt and discuss to get his professional opinion on best approach.

John Hull asked about the pile of gravel normally left at the old dumpster site at the Hatchery Brook gate that members use to help fill the potholes. Patrick will talk with Laurent about this as well.

Patrick will also investigate a culvert that needs to be fixed by Jared Hart’s camp on Loop Rd.

**OLD BUSINESS**

**Review and Adoption of Minutes: Minutes of the 2022 Annual Meeting**

Kim Lampert made a motion to accept the 2023 Annual Meeting minutes. John Hull seconded the motion; motion carried with no discussion.

**Water Test Results (Jackson Rd and Point Rd)**

***Capital Well Hand Pump Tests***

*﻿*Tim Chapman, Water Treatment Sales/Support Manager Capital Well Clean Water Center has not provided the water test results. The results will be updated on the Facebook page as soon as ARCO receives them.

Connie Clavadetscher asked if they were shared wells.

**Sustainable Harvesting and Common Lands Management**

*The board submitted a contract to Fish and Wildlife to use our boat access on little Averill Lake. The contract is a 20-year contract for $1000 with 1.5 % increase each year. The contract can be cancelled with a 1-year notice by either party. The board felt this aligns with the wishes of the membership request for a simple agreement. Arco has never had a written agreement in the past. Mike W said the agreement needs to be a long-term agreement so the state can get grants for repairs if needed. Presently the contract is being reviewed by Fish and Game management.*

No discussion ensued.[Contract was signed after the annual meeting.]

**NEW BUSINESS**

**Proposed 2023-2024 Annual Budget Presentation and Vote**

Motion to accept budget as proposed made by Connie Jackson, with a second from Kim Hubbard. Discussion followed.

The LandVest reserves was the first topic of discussion. Paul Perry noted the LandVest should not be in the budget but should come from reserves and made a motion to remove it. Craig Wiggett noted moving the $2,055 to reserves would reduce the FY expenses to $64, 305.00. Kim Lampert indicated it was a simple correction to fix it and would work with Brad to correct it. Amy Perry asked how are the disbursements from reserves tracked and is the information on the balance sheet pointing that it is important to have a financial accounting of the reserve withdrawals tracked in the financial reports.

. Paul Perry withdrew his motion. Lori Lockwood seconded. Motion withdrawn.

Craig Wiggett made a motion to raise annual assessments to $450 and take the rest out of reserves to pay $20,000 for road repairs. John Hull seconded. Budget rejected.

John Hull made a motion to remove $10,000 plus $9,000 out of the budget and remove $20,000 from reserves for road repairs. Terry Mitchell seconded. Discussion ensued.

John Hull made an amended motion to take $10,000 for summer maintenance on roads plus $2,055.00 for forestry management from the budget and pay $12,055 from the reserves and keep assessments at $425. Terry Mitchell seconded the motion. Motion carried; budget passed.

**Nominating Committee Report – Mike Farmer**

*July 27, 2023*

*ARCO Director Nominations report*

*Nominating Committee is charged with finding ARCO members willing to run for board positions. This year Nom Com is Missy Benson and Mike Farmer. We met on July 3rd as a committee and reached out to as many ARCO members as possible in person. Our most widely distributed message was sent via email from ARCO Secretary Sandra Reynolds and our Facebook page*

*We have four director positions that expire this year and only one incumbent decided not to run again. So far we have only been able to locate three candidates willing to runs so we are hoping a floor nomination during the meeting will occur.*

*With four openings, we have three candidates for Directors this year:*

*Connie Clavadetscher, 2429 Jackson Road*

*Kim Hubbard, 1097 Jackson Road*

*Patrick Ryan, 527 Loop Road*

*We have 140 lots and many of them have multiple owners so we have potentially almost 300 directors that can serve. Even if you only serve one or two terms it is important that we spread the work over all of us as it is 100% necessary that our ARCO Board exists and actively manages our assets. It is required by ACT 250 that we have an active homeowner’s association. Please think about running next year or the year after that to help all of us. If we cannot find enough board members to serve on the board we may be forced into hiring a management company and bookkeeper – which will cost us more money.*

*We have both served on the Nominating Committee for several years and believe it is time for someone else to serve next year as neither of us will be serving next year.*

*Sincerely*

*Missy Benson and Mike Farmer*

**Nominations and Elections for 2024-2025 Nominating Committee**

John Hull and Lori Lockwood generously volunteered to be on the 2024 nominating committee. Thank you, Mike, and Missy, for your service; and thank you John and Lori for your willingness to step up.

**Nominations and Elections for 2023-2024 Audit Committee**

Peggy Lajeunesse and Connie Jackson graciously volunteered to serve on the audit committee for the next annual meeting. Materials will need to be presented to them by July 15 to allow enough time for a thorough review. Thank you, Peggy, and Connie for agreeing to perform this function for another year.

**Election Results Announcement**

Darlene Gilman nominated Dale Gilman to serve another term on the board of directors. Patrick Ryan seconded. John Hull made a motion to accept all nominees as presented. Joe Martniuk second. The vote was unanimous to accept all nominees. The new board will include

Dale Gilman, 2-year term ending 2026

Patrick Ryan, 2-year term ending 2026

Brad Lockwood, term ending 2025

Sandra Reynolds, term ending 2025

Greg Donahue, term ending 2025

Connie Clavadetscher, 2-year term ending 2026, and

Kim Hubbard, 2-year term ending 2026.

**Proposed ARCO Rules and Regulations**

Alson Perry made a motion to amend ARCO Rules and Regulations at “Rules and Regulations for Common Lands” #4 to remove golf carts and snowmobiles from the current verbiage and change the language to:

No powered vehicles such as ATVs (All Terrain Vehicles), UTVs, unregistered vehicles, off-highway recreational vehicles, off-road dirt bikes, or doodlebugs are permitted on any roads, rights of way, or common lands. Because the conservation easement permanently limits and restricts uses of land it absolutely prohibits ATVs or UTVs to prevent environmental damage. This also prevents costly repairs to roads and ensures safety. Snowmobiles and golf carts are permitted on ARCO maintained roads if they are fully insured and registered and operated by a valid licensed driver. Snowmobiles must possess a valid TMA (VAST sticker) and anyone operating them would be required to have proof of Snowmobile Safety Education Certificate (anyone born after July 1, 1983).

Pete Palmer seconded the motion. Discussion ensued with questions regarding safety. Sue Lepine suggested it be approved contingent upon legality.

All but two members were in favor of the rule change. Contingent upon legality, motion carried.

**Adjournment**

John Hull made a motion to adjourn the meeting at 12:06pm. Terry Mitchell seconded the motion. Meeting adjourned at 12:06 pm.

***As a reminder, paper copies of meeting minutes are no longer being mailed. All minutes are sent via email and are posted on the ARCO website. If you wish to receive minutes by email, please contact the ARCO Secretary.***

**This form must be handwritten BY THE VOTING MEMBER ASSIGNING THE PROXY (not typed)**

**PROXY FORM**

For ARCO Inc Annual Meeting August 2, 2025

I hereby authorize to serve as my proxy and to vote on my behalf at the ARCO Annual Meeting to be held on August 2, 2025.

This Proxy is valid for voting on the specific matters of ARCO Inc 2025-2026 Annual Budget, as proposed. *Note: Proxies cannot be used to vote on subsequent floor amendments to the budget.*

A voting member wishing to vote at an Annual Meeting of ARCO via proxy shall designate a member from the membership of ARCO Inc. A voting member wishing to vote via proxy shall personally contact the member whom the voting member wishes to exercise the proxy and must complete the proxy form in its entirety. Failure by the member to sign the form and complete all sections by hand will invalidate the proxy. The duly executed handwritten proxy form shall be mailed or emailed as a scanned document by the voting member or hand delivered to the Agent of the Corporation (ARCO Secretary). Proxy can also be accepted by the Agent of the Corporation (ARCO Secretary) via telephone call from the voting member assigning the proxy. Properly completed proxy forms must be received by the ARCO Secretary **no later than** **July 28, 2025.**

*NOTES: Proxies not returned to the Agent prior to the deadline will not be honored.*

*Hand-delivered proxies will NOT be accepted on the day of the meeting.*

*Proxies cannot be used for Board member elections.*

A separate proxy form shall be completed for each ARCO Inc Annual/Special Meeting and valid for the designated time period stated on the proxy. The solicitation of proxies from voting members is prohibited. Solicited proxies will not be accepted. No voting interest shall hold or exercise proxies for more than one (1) voting member at any Annual/Special Meeting of ARCO Inc. ARCO Board members cannot serve as a proxy voter.

Your signature attests the above has been strictly followed.

Name E911#

Signature Date

Witness Signature Date