

MINUTES OF RCA OPERATIONS COMMITTEE MEETING
THURSDAY, JUNE 12, 2003

1. The meeting was called-to-order at 7:40 PM in the RCA Office. The following were present:
John Claypool Sam McCracken, Recorder Dave Thomas
Ned Goetzke, RCA Board Kevin Tansey, Chair
Dave Thomas resigned from the Committee because he has been elected to the RCA Board.
2. The Minutes of the May 8th meeting were approved as submitted.
3. Old Business:
 - a. Fertilizing program - The fertilization program is complete for 2003.
 - b. Hidden Lake improvement -
 - 1) A draft plan for the improvement work has been prepared. Ned Goetzke presented a map and discussed the plan.
 - 2) The work will start in the late Fall, after the water level has been lowered.
 - 3) Final acceptance by G.C.I. of the plan for access has not yet been received.
 - 4) Dan Healy has not yet approved the location of the settlement basin.
 - c. River Park -
 - 1) A power line and a communication line is to be installed by July.
 - 2) Dave Thomas and Kevin Tansey will investigate suppliers for the entrance auto barrier gate.
 - 3) If a site security camera is installed, its monitor will not be manned; rather, it will simply record events.
 - 4) A Porta-Potty will be furnished for the site.These plans led to a brief discussion of vandalism by 'teens, noting that a Porta-Potty at Keri Hornaday Park had been destroyed by vandals.
 - d. Ice storm damage -
 - 1) Timber Tree Service was retained to deal with the large trees, at a cost of \$25,000. Extra RCA Maintenance crew cost \$4500. The Town provided a truck, a loader and crews to help with the cleanup, at no cost to RCA.
 - 2) Two men of the RCA Maintenance staff have been assigned nearly full time to complete the cleanup.
 - 3) There was a brief discussion of the 'Thank-you cook-out' planned for the RCA staff and for the workers from the Town.
 - 4) RCA property did not sustain any significant damage from the storm.
 - 5) While working with the chipper during the cleanup, Robert Fay (Red) of the Maintenance staff, was injured by a piece of wood being ejected from the chipper, hitting him in the eye. This event is covered by insurance. This news led to a brief discussion about

newer design for this type of equipment, incorporating a hydraulic 'grabber' to prevent ejection of pieces of wood during chipping.

f. Swimming Pool -

- 1) The pool liner has been caulked, eliminating the leaks.
- 2) The pool heater control has been ordered.
- 3) The filter has been repaired and will be used for the 2003 season.
- 4) The wading pool for young children needs a filter pump and motor.

g. New tree plantings - There was a brief discussion about tree plantings on Filaree Circle. Informal discussions with the Residents indicate that they will mow the grass on the berm to avoid having RCA mowers crossing their lawns to get to the berm to mow it.

h. Wildflower plots - Kevin Tansey's informal discussions with some Residents about wildflower plots indicates that the Residents like the idea of them. However, the project is postponed until next year, due to the extra work load on the Maintenance staff from the ice storm.

i. Tree and Shrub sale - A tree and shrub sale is planned for September.

j. Walkways condition - There was a brief discussion of the condition of the walkways, particularly the problems caused by tree roots heaving some sections. Plans for any improvements were deferred until the new Executive Director is available.

4. New Business:

a. Maintenance Department issues -

- 1) There was a discussion of how to improve the handling of complaints from Residents to avoid overloading the Maintenance staff. One suggestion was to change the Maintenance phone number to prevent the Residents from contacting Maintenance directly and thus disrupting the planned schedule of work. An improved system of work orders and task scheduling is needed. No specific action items resulted.
- 2) There was a brief discussion of the idea of reorganizing the Maintenance Department into two sections, namely Groundskeeping and Facilities Maintenance, but no action items resulted.
- 3) There was a discussion of out-sourcing the mowing work, where an outside contractor should have more efficient large gang-mowers and other specialized equipment, possibly resulting in lower costs for this work. It was noted that this is the time to consider such a change, because our present fleet of mowers must be replaced in the near future. Kevin Tansey will solicit bids from some contractors, and Ned Goetzke will review past years mowing costs for comparison.
- 4) There is no need to restate RCA overtime payment policy, contrary to that suggestion at the June meeting.

b. Roadway repairs - John Claypool, a retired District Engineer, pointed out that the materials and procedures the Town uses to repair the roadways in Radisson are of low quality. Ned Goetzke suggested that the Town Road Superintendent be invited to one of the Operation Committee meetings to discuss this. This led to a discussion of how

RCA should present complaints to the Town. However, no specific action items resulted.

- c. Expand Committee membership - There was a brief discussion of the need for additional members for the Committee. It was agreed that the day of the regular meetings could be changed to accommodate new members.

- 5. The meeting adjourned at 10:20 PM. The next meeting will be held in the RCA Office at 7:30 PM, Thursday, July 10, 2003.

Sam McCracken
Recorder