

WEVD COMMISSION MEETING AGENDA

Thursday, February 29, 2024, at 6 p.m.

Community Center, 562 Winterbrook Rd., Campton, 03223

with Zoom access

Will be streamed on YouTube

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Adoption of Agenda
5. Approval of Minutes
 - a. February 13, 2024
 - b. February 15, 2024
6. Treasurer's Report
7. GM's Report
8. Committee / Board Reports:
 - a. Planning Board
 - b. Water & Roads
 - c. Records
 - d. Improving Amenity Profitability
9. CONSENT CALENDAR
 - a. Treasurer's Report
 - b. Manifests
10. GENERAL CALENDAR ITEMS
 - a. Human Resources Vendor
 - b. Annual Meeting Prep – Who is speaking to which Warrant Article, preparedness (Audio Visual vendor, Police presence, Counsel presence), etc.
11. Next Meeting: March 13, 2024 @ 6 p.m. – Meeting & PUBLIC HEARINGS to accept improvements to the Community Center and Ski Area
12. Public Comment Period
13. Non-Public Session
14. Adjourn Meeting



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WEVD 2023 Meeting DRAFT Minutes
February 13, 2024 – 6:00 PM

Attendees: Commissioners Maureen Patti, Gerry Panuczak (arrived at 6:04 PM) and David Spinney.
General Manager Ron Beard and Water Department Administrator Allison Smith.

Members of the public: Mark Canfield.

Members excused: none.

Attendees via Zoom: Robert Diefenbach, Scot Salaway, William Mitchell, Beth Ellinwood, Jim Cahill, Denise Bujalski, Tom H., Dave Ketcham

Call to order: Commissioner Patti noted called the meeting to order at 6:00 PM.

Pledge of Allegiance: The meeting began with the Pledge of Allegiance.

Roll Call of Commissioners: Ms. Patti and Mr. Spinney were present in person at the Summit Lounge. Mr. Panuczak (arrived at 6:04 PM).

Public Hearing

BUDGET HEARING

Ms. Patti noted that the public hearing policy was included in the packet and opened the public hearing at 6:02 PM.

Ms. Patti asked Mr. Spinney to start with a brief overview of the budget.

Ms. Spinney began by thanking everyone involved in the budget process and commended everyone for their hard work. He said that the Budget Advisory Committee (BAC) did achieve consensus on the proposed budget, although they did have some concerns about the actual spending and proposed amounts for some items. Mr. Spinney then went over each department's budget numbers and actuals:

1. **General Government:** The budget for general government is up by \$25,000 but it is over \$39,000 compared to actual spending. This increase is primarily attributed to higher payroll costs and adjustments in certain expense lines, notably legal services and consulting.
2. **Public Safety:** Public safety expenses have increased by \$5,000 compared to the previous year.



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3. **Highway and Streets:** While the budget for highway and streets is down by \$27,000 from the previous year's budget, it is actually up by \$12,000 compared to actual expenditures from the prior year.
4. **Building and Grounds:** The budget for building and grounds has increased by \$53,000 compared to the previous year.
5. **Parks and Recreation:** Although the budget for parks and recreation is down by \$27,000, it is up by \$4,000 compared to the actual expenditures of the previous year. This adjustment reflects a more accurate assessment of expenses after reviewing the numbers.
6. **Front Desk:** The front desk budget has increased by \$12,000, totaling \$25,000 more than the actual expenses from the previous year. The BAC has acknowledged that this area needs further examination.
7. **Ski Area:** The budget for the ski area is down by \$7,500 based on actual expenditures.
8. **Pools:** The budget for rooms has increased by \$3,000, mainly due to higher spending on chemicals.
9. **Food and Beverage:** The budget for Food and Beverage has increased by \$23,000, attributed to actual salary and insurance expenditures that were not accurately budgeted in the previous year.

Mr. Spinney concluded that the bottom-line budget for the current year is \$2,000,137.83. This represents a decrease from the previous year's budget of \$2,440,150.00. There was discussion about the budget in reality being up this year because the proposed budget in 2023 was \$1,970,970.31 and this year, the proposed budget is \$2,000,137.83.

After Mr. Panuczak asked a question about the budgeted amount of \$96,000 for the consulting line item and offsetting that by removing the salary of the Assistant General Manager, there was a lengthy discussion about the need to budget this much as this line covers the services of Ms. Donaldson from MRI who is wrapping up her work after the audit and there are plans to hire a part time employee which would be funded from the wages line and should be a lot cheaper.

Mr. Diefenbach, via Zoom, offered an explanation on behalf of BAC, that this was budgeted this way due to uncertainty of when the new employee would be hired.

Ms. Panuczak also asked clarifying questions about the low highway budget, which was clarified to exclude paving expenses. He then asked about the significant reduction in the heat budget from which was attributed to the replacement of a furnace, resulting in improved efficiency and lower fuel costs. It was confirmed that this reduction was a one-time occurrence due to the furnace replacement. He also asked about vehicle maintenance budget, which was set at \$13,000 despite higher actual spending.

This discrepancy was explained as a one-time deal, and the higher spending was attributed to



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unforeseen maintenance needs and repairs. Then Mr. Panuczak questioned the property and liability insurance budget increase under parks and rec. The reason for this increase was explained as a result of restructuring the budget to accurately reflect insurance expenses across different departments, as opposed to using one line as before, which was deemed a more transparent approach. Commissioners commended Rita Donaldson for her invaluable contributions to the budgeting process, particularly in restructuring the budget to accurately reflect true costs across different departments. Her diligent efforts were lauded for enhancing transparency and providing a clearer understanding of where expenses were allocated. Overall, her dedication and meticulous attention to detail were recognized as essential elements in ensuring the integrity and effectiveness of the budgeting process. Lastly, Mr. Panuczak asked a clarifying question about the Food and Beverage employee wages line amount and was told that this would be sufficient to cover new staffing needs. Then discussion went back to whether there is a need to budget higher for the consulting line, knowing that Mr. Donaldson is going to finish her work with the District soon and the new employee, when they are hired, are going to cost a lot less. The conversation then turned to the considerations surrounding the hiring of a part-time accounting employee, with recognition of the potential cost savings and decreased reliance on consultants. However, uncertainties remained regarding the timing of the hire and the subsequent impact on consulting expenses. Despite these uncertainties, there was a consensus that hiring the accounting part-time employee would likely lead to reduced consultancy requirements in the future. After a lengthy back and forth, the Commissioners agreed to lower the consulting line by \$30,000.

Mr. Panuczak made a motion change line item 014130002390, consulting, from \$96,000 to \$66,000.

Ms. Patti duly seconded.

There was discussion that the line for administrative assistant wages (line item 014130001113) that covers the wages of the potential new hire that is currently proposed at \$77,310 and was deemed sufficient, thus making the above motioned reduction in consulting costs justified.

Motion carried with a roll call vote 3:0 Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Mr. Spinney opened the floor for public comment.

- Mark Canfield, 17 Amesbury Circle, who is also a member of BAC, addressed the budget allocation for administrative assistant wages, noting that the budget reflected expected expenses based on the actual employee structure at the time, which had since undergone changes. He acknowledged that there might be some remaining funds in the budget that could be allocated for a new hire, whether full or part-time, although in case of the former, the additional expenses related to benefits may not be reflected in the proposed amount under that line.



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There was discussion about the plan to fill the position with part-time employees to minimize costs. The challenge of finding qualified candidates willing to work part-time without benefits was recognized, but the efficiency gained from the municipal software implementation was highlighted as having reduced the workload associated with the position.

- Mr. Canfield also noted that the consultant expense in the proposed budget was attributed to Ms. Donaldson's contribution in ensuring employee training for the transition to a new accounting system. He noted that her presence was contingent on the employees' ability to take over the processes with the training provided. However, he highlighted her ongoing necessity due to lingering issues with clarity in numbers resulting from the accounting system switch. Mr. Canfield also made the distinction between the operational budget, which covers day-to-day activities, and the long-term expectations, which will be addressed by the Warrant Articles that will be discussed at the next meeting.
- Scot Salaway, via Zoom, asked about the budget impacting the taxes this year.

Mr. Spinney said that the budget alone, without the Warrant Articles, will result in the reduction in taxes by \$1.61 per thousand. This is mainly due to increased revenues coming from Waterville Estates Association (WEA).

- Scot Salaway also asked a question about whether the money collected for water bills was sufficient to cover the department's expenses or if it affected taxes.

It was clarified that the water budget operates separately from the municipal budget and is intended to cover its own expenses. Specific budget figures were mentioned, indicating a decrease in the current year's water budget compared to the previous year's budget. Further details were provided regarding the separation of water-related expenses from the municipal budget and compliance with relevant regulations.

Ms. Patti brought up the topic of investigating the use of a third-party HR administrator, as there were no plans to fill the Assistant General Manager position, historically responsible for HR management. The cost estimate for this HR admin service was around \$10,000, likely to be allocated from the consulting budget. Concerns were raised about the necessity of hiring a full-time employee versus using a more cost-effective admin service, especially given the technical nature of HR and past costly errors. While the contract has not been signed yet, it was suggested to budget for this expense as it



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would likely be needed. It was also acknowledged that the current budget might accommodate the expense due to other savings, but future budgets should reflect this line item.

- William Mitchell, via Zoom, attempted to ask a question but was inaudible. Ms. Patti suggested to Mr. Mitchell to contact the Commission by email. Mr. Mitchell did send the email and Ms. Smith said that she is addressing it with him as it was not a public comment.

Then Ms. Spinney went over the Water Department Budget, emphasizing a meticulous examination of individual line items and proposed expenditures. Notable points included the segregation of wages to enhance transparency, an uptick in the allocation for leak repairs, and adjustments in building-related expenses, notably a reduction due to revised project priorities, and bond payments for the Pegwood Road project.

Mr. Spinney opened the floor to the public.

- Mr. Canfield highlighted the significant shift in payroll allocation from another department to the Water Department, including the relocation of Ms. Smith's salary.

Mr. Spinney agreed with Mr. Canfield and emphasized the accomplishments of both the Water and Building departments, noting the tangible benefits visible around the Community Center and praising the efficiency of the small staff in accomplishing tasks. He commended Mr. Baert for improvements in system maintenance, leak detection, and SCADA system monitoring.

- Mr. Canfield also discussed the importance of allocating funds for the long-term needs of the water system, acknowledging that while water rate increases do not directly reduce taxes, they are essential for infrastructure upgrades.

- Beth Ellinwood expressed gratitude towards the Budget Committee for their hard work and raised a question regarding tax reduction related to water expenses. She mentioned receiving a letter indicating a tax reduction after going to direct billing since the Water Department would no longer be funded through taxes. She also recalled a recent offset of \$188,000, possibly for recreation, but was unsure about the process and reference to historical data and the Master Plan survey, seeking clarification on how it worked.

It was explained that the \$188,000 allocation was not related to the Master Plan survey. Instead, it was used to rectify past shortfalls in the financial records. The Commission voted to utilize this amount to address discrepancies in previous years' budgets, ensuring that all transactions between the Recreation



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fund and the General Fund were appropriately accounted for. This was a one-time procedure aimed at cleaning up past financial records and starting the 2024 budget with a clean slate.

There was nobody else willing to address the Commission in person, via remote platform, by phone, or by email. Mr. Spinney closed the budget hearing at 7:04 PM.

Adoption of Agenda.

There were no changes to the agenda.

Approval of Minutes

a. January 31, 2024

Ms. Patti made a motion to amend the draft minutes of 1/31/2024 consistent with the 14 amendments prepared by Ms. Patti. Mr. Spinney duly seconded and Motion carried with a roll call vote 3:0 Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Ms. Patti made a motion to make the amended minutes of 1/31/2024 as official meeting minutes. Mr. Spinney duly seconded and Motion carried with a roll call vote 3:0 Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Ms. Patti made a motion to make the two documents submitted by Mr. Beard, which are the print outs reflecting the Bank of NH account balances for the following: Water Department sweep of current balance of \$740,728.46 and the General Fund sweep of current balance of \$700,333.43, as attachments to the minutes of the meeting tonight. Mr. Spinney duly seconded and Motion carried with a roll call vote 3:0 Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

There was a brief discussion about the increased amount of interest accrued on the District accounts since the move to the new banking institution. It was also noted that the bond money for the Pegwood project was also in the Water Department account.

GM's Report

Mr. Beard spoke about the following.

1. Shawn Pelchat and his team have removed the duct work, repaired areas of the ceiling and are in the process of painting the summit lounge.



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2. Shawn Pelchat made snow three days in a row and has reported that the well is holding up very well.
3. Jennifer Franz has hit the ground running as our new Food and Beverage manager. Jeniffer has hired two new part time bartenders and has interviewed tow potential candidates for the cook position at the mountain.
4. Jennifer Franz with help from her bar staff has reorganized the seating plan at the mountain in hopes of making more space around the bar area.
5. Steve Baert has been busy with water sampling and testing along with the required PH test throughout the water system.
6. Lauren Bennett has been busy monitoring the roads and trimming back some brush back at some of our intersections.
7. Steve Baert and Lauren Bennet have also been busy putting a new chain and pillow block bearings in one of their sanders.

Mr. Beard answered questions about the snowmaking well water testing, snowmaking schedule and plans for the snowmaking for the upcoming vacation week.

The next discussion centered around the snowmaking efforts and the current state of the recreation fund. Despite challenges, such as warm weather affecting snow conditions, there were successful tests of the snowmaking system, with over 100,000 gallons pumped. Concerns were raised about the lack of natural snow and the potential impact on the ski season. However, there was optimism about the reliability of the snowmaking system once fully operational. The discussion also touched on the financial aspect, with a positive trend in the recreation fund. There was acknowledgment of the lodge's potential as a viable business, with discussions on future considerations like parking and expansion.

Ms. Patti noted that she has gotten a lot of inquiries lately about the lead finding notice sent out to residents, which was part of an EPA requirement for water testing. The notice aimed to educate residents about potential lead issues in aging infrastructure and homes, with the actual finding being related to plumbing in private residences rather than the municipal water system. Mr. Beard provided details on the testing process. The conversation concluded with plans to provide informational packets to residents on how to conduct their own water testing if desired.

GENERAL CALENDAR ITEMS WEVD

Conflict of Interest Ordinance



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Ms. Patti noted that the Conflict of Interest Ordinance was part of the packet. The discussion revolved around the presentation of a Conflict of Interest Ordinance for approval. The purpose of the ordinance was to establish clear guidelines for employees, officials, commissioners, committee members, and representatives to avoid conflicts of interest. The Ordinance outlined definitions, rules for participation, recusal procedures, and administration of complaints, many of which Ms. Patti read into the record. She noted that the intent was to ensure transparency and accountability in decision-making processes within the community.

Ms. Patti made a motion that the Commission adopts the six page Conflict of Interest Policy as it is presented in the meeting handout. Mr. Spinney duly seconded and Motion carried with a roll call vote 3:0 Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Opposition to HB1640

Ms. Patti noted that the HB 1640 along with a fiscal note and NHMA guidance are part of the meeting packet. The discussion centered around House Bill 1640, which proposes establishes standards and procedures for claims against the State for alleged violations and effectively would strip government employees or volunteers of any immunity that is currently granted to them. The fiscal note highlighted potential increases in litigation costs, hindrances to early resolution of claims, and concerns about municipalities facing higher costs related to claims against them. The Commissioners expressed opposition to the bill due to its potential negative impact, and a motion was made to allow the registration of opposition on behalf of the community. The motion was seconded and approved unanimously.

Each Commissioner expressed deep reservations about the proposed bill, highlighting the potential for significant negative impacts on local communities. They articulated concerns about the erosion of immunity protections for volunteers and employees acting in good faith, which could open the floodgates to a barrage of lawsuits, overwhelming both state agencies and municipalities alike.

Ms. Patti asked the Commissioners if they were on board with her registering the opposition to the bill on behalf of the community.

Discussion ensued about rallying support from stakeholders, facilitating online testimony submission, conducting public outreach to raise awareness, collaborating with like-minded entities, and engaging with local media to amplify their message. This strategy would aim to highlight concerns about the bill's potential impact on volunteers, municipalities, and other entities, emphasizing the need for alternative solutions or amendments. There was general consensus to proceed with this strategy.



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Next Meeting

Meeting and Warrant Article Hearing: Thursday, February 15, 2024 @ 6 p.m.

Public Comment Period

- Nancy Seward, via Zoom asked for clarification about virtual participation in meetings. Ms. Patti explained that NH law allows remote participation for any public body member only if their physical participation is not reasonably practical due to travel, illness, or other reasons that have nothing to do with issues of convenience. The reason has to be identified for the meeting and reflected in the minutes and there has to be a quorum present in the physical location.

- Mr. Salaway asked a question about levels of lead if any were found in the municipal well water or the private test results.

Ms. Smith answered that all sampling findings are available on NHDES One Stop platform. Additionally, she directed Mr. Salaway to an educational pamphlet that provides a link to the DES One Stop search tool.

- Jim Cahill, via Zoom expressed appreciation for the Budget Advisory Committee's work and thanked Mr. Beard for finding a new Food and Beverage manager. He also mentioned upcoming events and praised the staff's performance.
- Mr. Diefenbach, via Zoom commended the improvement in the budgeting procedure compared to previous years and thanked everyone involved, including members of WEA and Mr. Canfield.

There was nobody else willing to address the Commission in person, via remote platform, by phone.

Non-Public Session

Ms. Patti motioned to enter non-public session at 7:45 PM for the purposes described in RSA 91-A:3, II (l). Mr. Panuczak duly seconded. Motion carried with a roll call vote 3:0. Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Non-public session was entered at 7:45 PM, Commissioners Patti, Panuczak and Spinney were present in person as well as the General Manager Ron Beard.

Resumption of Public Session

Mr. Spinney motioned to exit non-public session at 8:11 PM. Mr. Panuczak duly seconded. Motion carried with a roll call vote 3:0. Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.



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Public session was entered at 8:11 PM. Commissioners Patti, Panuczak, and Spinney were present in person.

The nonpublic session minutes were sealed by a motion from Mr. Panuczak, a second by Mr. Spinney, as divulgence of the minutes would adversely affect the reputation of someone other than a Commissioner. Motion carried with a roll call vote 3:0. Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Adjourn Meeting

Mr. Spinney made a motion to adjourn the meeting. Mr. Panuczak duly seconded. Motion carried with a roll call vote 3:0. Mr. Spinney – aye, Ms. Patti – aye, Mr. Panuczak – aye.

Meeting adjourned at 8:13 PM.

Prepared by Alvina Snegach



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2/13/24, 5:21 PM

Bank of New Hampshire: Account Details



Good Evening, RONALD BEARD

General Fund Sweep

Last Updated: February 13, 2024 5:20 PM

\$700,333.43

Current Balance

Transactions

Details & Settings

DETAILS

Current Balance	\$700,333.43	Interest Rate	0.00%
Last Deposit Amount	\$2,635.61	Last Deposit Date	Feb 2, 2024
Last Statement Balance	\$0.00	Previous year-to-date interest amount	\$9,874.52
Year-to-date interest amount	\$1,591.54	Accrued Interest	\$974.07
Account Number			

SETTINGS

Online Display Name

General Fund Sweep 

Visibility on Home 



Text Banking

You are not enrolled in Text Banking, enroll in Settings

<https://secure.banknh.com/banknh/uux.aspx#/account/249294?currentTab=details&returnTo=Home>

1/2



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2/13/24, 5:21 PM

Bank of New Hampshire: Account Details



Good Evening, RONALD BEARD

Water Sweep

Last Updated: February 13, 2024 5:20 PM

\$740,728.46

Current Balance

Transactions Details & Settings

DETAILS

Current Balance	\$740,728.46	Interest Rate	0.00%
Last Deposit Amount	\$91.74	Last Deposit Date	Feb 9, 2024
Last Statement Balance	\$0.00	Previous year-to-date interest amount	\$7,151.75
Year-to-date interest amount	\$2,529.96	Accrued Interest	\$961.51
Account Number			

SETTINGS

Online Display Name

Water Sweep 

Visibility on Home 



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WEVD 2024 Warrant Article Hearing DRAFT Minutes

February 15, 2024 – 6:00 PM

Attendees: Commissioners Maureen Patti, Gerry Panuczak, and David Spinney. General Manager Ron Beard and Water Department Administrator Allison Smith.

Attendees via Zoom: Mark Canfield, Keith Barnes, OPD, Linda Ivers, Jaime Oldmixon, Rob Diefenbach, Denise Bujalski, William Mitchell, Jim Cahill.

Call to order: Commission Patti called the meeting to order at 6:00 PM.

Pledge of Allegiance: The meeting began with the Pledge of Allegiance.

Roll Call of Commissioners: Ms. Patti, Mr. Panuczak, and Mr. Spinney were present in person.

Ms. Patti asked Mr. Panuczak to help her conduct the Waterville estates village district warrant article public hearing

PUBLIC HEARING: Waterville Estates Village District 2024 Warrant Articles Public Hearing

Mr. Panuczak opened the public hearing at 6:01 PM.

Mr. Panuczak read Warrant Article #1 into the record as follows:

Article 1 - To Choose One Commissioner, Clerk, and Treasurer To choose one Waterville Estates Village District (WEVD) Commissioner for a three-year term, a WEVD Clerk for the ensuing year, and a WEVD Treasurer for a three-year term.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

2. Special Warrant Article 2 - Purchase of Excavator & Accessories

read Warrant Article #2 into the record as follows:

“To see if the District will vote to raise and appropriate the sum of Ninety-Two Thousand, One Hundred Forty-Two Dollars and No Cents (\$92,142.00) for the purpose of purchasing an excavator and accessories, including a trailer, bucket, teeth, and coupler, at a cost of no more than Ninety-Two Thousand, One Hundred Forty-Two Dollars and No Cents (\$92,142.00) and to authorize the issuance of no more than Ninety-Two Thousand, One Hundred Forty-Two Dollars and No Cents (\$92,142.00) of bonds or notes in accordance with the provisions of the Municipal



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Finance Act (RSA 33) and to authorize Waterville Estates Village District officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Furthermore, to raise and appropriate the first year's payment of Twenty-Two Thousand, One Hundred Ten Dollars and No Cents (\$22,110.00). This special article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V."

Three-fifths (3/5) ballot vote required. The estimated tax rate for the Waterville Estates Village District, if it were a single taxing district, would total \$0.21 per \$1,000 of valuation if a payment were to be due in 2024. This amount will be apportioned between Campton and Thornton by NH Department of Revenue.

The discussion opened with a recognition of the need for equipment enhancement to improve roadside maintenance and streamline water system repairs. The preference for an excavator over a backhoe, that the District already owns, stemmed from its superior maneuverability and efficiency, facilitating quicker responses to system issues like leaks and repairs.

Emphasized throughout the conversation was the desire for self-reliance, reducing dependence on third-party contractors, and ensuring timely maintenance.

Also discussed was a used option which may have been more cost-effective initially, but the risks associated with its unknown history and potential wear and tear outweigh the benefits. Investing in a new excavator was justified by the need for reliability and the assurance of a manufacturer's as well as extended warranty totaling four years.

The importance of proper equipment maintenance was underscored with assurances that the new skid steer will be well cared for to maximize its longevity and efficiency. The decision to invest in extended warranties further reflects a commitment to safeguarding taxpayers' money and minimizing future repair costs.

The conversation then delved into the intricacies of financing the excavator acquisition, considering potential payment timelines and the implications for the budget. It was noted that it mattered whether the first payment would fall in the current fiscal year or the next, as the latter would be a more expensive option due to a larger amount of interest to be paid. Clarifications were sought regarding the flexibility provided by the financing language, should the District decide to pay it out next year in full. It was also noted that the payment for the John Deere backhoe already owned by the District would be completed next year, thus freeing up budgetary resources for the excavator if it were approved.

Comparisons were made between the costs of the two pieces of equipment, highlighting the potential savings and efficiency gains associated with the excavator's versatility and capabilities.

The conversation also touched on the unpredictability of maintenance needs and the potential cost savings that the excavator could bring by addressing issues promptly. However, the exact financial impact was uncertain due to the unpredictable nature of maintenance requirements.

Ms. Patti asked whether the Commissioners wanted to consider using unreserved fund balance to purchase this piece of equipment outright rather than incur any full interest payment.



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Mr. Panuczak suggested opening up the floor to the public before discussing Ms. Patti's option.

- Mark Canfield, via Zoom, expressed a sentiment similar to Miss Patti's, emphasizing the importance of utilizing available funds for equipment acquisitions rather than burdening taxpayers. He echoed the notion that even if the tax impact seems minimal, it would be preferable to utilize existing funds for such purchases. This approach reflects a desire to prioritize financial responsibility and minimize the reliance on taxpayer contributions for such expenses.
- William Mitchell, via Zoom, had an inquiry pertaining to a \$150,000 allocation for paving in the budget, which was removed last year but reinstated in the current budget. He was curious if this allocation is connected to the excavator acquisition and also seeks information on the tax impact of this allocation.

Mr. Panuczak thanked Mr. Mitchell for his question and noted that this issue would be discussed during Warrant Article 5 review.

- Rob Diefenbach, via Zoom, reiterated a point made earlier about the importance of fiscal planning during budget meetings. The emphasis was on setting aside funds for future capital improvement needs rather than depleting the fund balance. This approach was seen as crucial for maintaining financial stability and preparing for anticipated expenses.

An overview of the current fund balance was provided, indicating that it stood at \$1,309,455. It was noted that some commitments had been made, including \$188,000 to true up the REC fund and \$255,104 for previous warrant articles outstanding, totaling \$886,351 left in the unreserved fund balance.

The importance of maintaining a healthy fund balance was emphasized, with reference to the auditors' recommendation of having at least 50% of the budget in unreserved funds for financial stability. Based on the organization's budget of \$2,107,183, this translated to roughly \$1,053,600. After subtracting the committed amounts from the total needed for a healthy fund balance, it was calculated that the organization was approximately \$187,000 short. Caution was suggested in committing more fund balance at that time, noting that the interest to finance the excavator would not exceed \$18,400.

The possibility of revisiting the funding approach at the end of 2024 was discussed, with potential to allocate additional funds if the unreserved fund balance increased. The conversation touched on the flexibility of financing terms and the importance of negotiating prepayment penalties.

- Mark Canfield, via Zoom, said that he understands that cash flow is very important in this discussion. He continued to say that given the recent tax payments and the status of audits, it would be reasonable to view those receipts as assets that contribute to the operational balance. While it is prudent to aim for a fund balance of at least 50%, this calculation typically assumes no immediate cash flow. Considering the current revenue stream, which includes tax revenues, albeit not all received yet, it is important to factor in these receivables when assessing the financial position and planning for the future.



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Then the discussion revolved around whether to recommend Warrant Article 2, with considerations given to the District's financial position, budgetary planning, and potential prepayment penalties for borrowing it is discovered at the end of 2024 that the District is in a position to pay it out in full. There was a back-and-forth exchange regarding the benefits of borrowing versus utilizing existing funds, with points made about the need for careful financial management and reassurances sought about potential penalties.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article #2 for Purchase of Excavator & Accessories as written. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

3. Warrant Article 3 - WEVD Operating Budget.

Mr. Panuczak read Warrant Article #3 into the record as follows:

“To see if the Waterville Estates Village District will vote to raise and appropriate the sum of Two Million, One Hundred Seven Thousand, One Hundred Eighty-Three Dollars and No Cents (\$2,107,183.00) for the general municipal operations of the Waterville Estates Village District. This article does not include appropriation(s) contained in special or individual articles addressed separately.”

Majority vote required. The estimated tax rate for the Waterville Estates Village District, if it were a single taxing district, would total \$12.88. This amount will be apportioned between Campton and Thornton by NH Department of Revenue.

The discussion delved into the details of the budget, with comparisons made between last year's figures and the current proposed budget. It was noted that while the budget has increased by \$160,000, various factors have contributed to a reduction in the tax rate impact from \$14.77 to \$12.88 per thousand.

One significant factor in this reduction was an increase in revenue, including a \$200,000 increase in the Homeowners Association's contribution to the District through the RMA, \$15,000 in bank interest after moving the accounts to the new bank, and \$110,000 of CIF commitments from the Association. These contributions have helped offset the budget increase and lessen the tax impact on residents.

There was recognition and appreciation for the collaborative efforts between the homeowners association and the governing body, particularly in allocating CIF funds towards various projects as anticipated revenue, which has positively impacted the tax impact. Gratitude was expressed towards the WEA Board and its former president Frank Marshall for their role in facilitating this collaboration.



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Ms. Patti made a motion to amend Warrant Article #3 for WEVD Operating Budget to insert at the end of the first sentence, after the depiction of the total amount \$12.88 the following words “per \$1000 of valuation.” Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Mr. Panuczak opened the floor to the public.

- Mark Canfield, via Zoom, raised a question regarding the disparity in tax impacts between Campton and Thornton, despite both communities benefiting from the same level of services and amenities. He expressed a desire for a better explanation of this difference and suggested that further clarification be sought from the Department of Revenue or relevant authorities.

Ms. Patti responded, sharing her insight based on her experience as a commissioner. She mentioned a previous analysis conducted by Ms. Donaldson which was shared through various communication channels with the community. Ms. Patti explained that while concerns have been raised with the NH Department of Revenue at least four times, there is little influence the District has over the matter. She acknowledged the frustration surrounding the issue and shared her own efforts to seek clarification and understanding. Despite historical differences in tax rates between the two towns, Ms. Patti emphasized the Commission’s commitment to advocating for the best interests of the entire community, including both Thornton and Campton.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article #3 for WEVD Operating Budget as presented and amended. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

4. Warrant Article 4 – Article 4 - Water Department Operating Budget

Mr. Panuczak read Warrant Article #4 into the record as follows:

“To see if the Waterville Estates Village District will vote to raise and appropriate the sum of Six Hundred Twenty-Two Thousand, Five Hundred Fifty-Four Dollars and No Cents (\$622,554.00) for the purpose of interdepartmental water department operations, said funds to come from Water Fees, Rates, and other charges to the WEVD Water Fund. This article does not include appropriation(s) contained in special or individual articles addressed separately.”
Majority vote required. This article will have an estimated tax rate impact of \$0.00 per \$1,000 of valuation as it will be funded by income to the Water Fund.

The commissioners delved into a detailed discussion regarding the water department budget, covering several key points. First, they examined the reduction in the budget compared to the previous year,



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noting that it had decreased from \$668,000 to \$622,500. Ms. Smith attributed this reduction to the diligent efforts of Steve Baert who is doing a great job in staying within budget lines and also putting off some projects. Mr. Beard highlighted how recent improvements in the District accounting, including better allocation of expenses among various departments, had contributed to the lower budget figure as well.

Furthermore, the Commissioners discussed the potential impact of these improvements and other improvements in how the water system is being operated on the current budget numbers. They acknowledged that while the department had budgeted conservatively in the past, sometimes leading to surpluses, there was a need to initiate budget planning earlier in the year to avoid last-minute adjustments and reliance on fund balances to offset the water rates.

The conversation then turned to the use of fund balance and surplus in the water department. There was a consensus that the surplus should be used strategically for future projects or returned to ratepayers. However, concerns were raised about the unpredictability of expenses, such as leak repairs, which could necessitate keeping a portion of the fund balance for emergencies.

The commissioners also considered the implications of rate setting on ratepayers and emphasized the importance of providing stable and predictable rates. They discussed the challenges of accurately forecasting expenses and balancing the budget to ensure that rates remain reasonable for residents.

- Mark Canfield, via Zoom, noted that the language of the Warrant Article used “interdepartmental” whereas it should be intradepartmental.

Mr. Panuczak made a motion to amend Warrant Article #4 for Water Department Operating Budget to use the word “intradepartmental” instead “interdepartmental.” Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

- Mark Canfield, via Zoom, articulated two central concerns regarding Article 3 and Article 2 which are both operational budgets. Firstly, he underscored that such budgets primarily cater to routine operational expenses without earmarking funds for crucial long-term investments, particularly in infrastructure areas like the water system. This operational focus might not adequately address the pressing need for system upgrades and improvements. Secondly, he advocated for a shift towards a more strategic budgeting approach that prioritizes allocating surplus funds towards long-term investments rather than allowing them to remain unused. By reinvesting surpluses into infrastructure enhancements, the community can ensure the sustainability and resilience of vital systems over time.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.



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Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article #4 for Water Department Operating Budget as presented and amended. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

5. Warrant Article 5 – Road Infrastructure – Paving.

Mr. Panuczak read Warrant Article #5 into the record as follows:

“To see if the Waterville Estates Village District will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars and No Cents (\$150,000) for the purpose of paving Waterville Estates Village District roads. This appropriation is not included in the main operating budget.”

Majority vote required. The estimated tax rate for the Waterville Estates Village District, if it were a single taxing district, would total \$1.40 per \$1,000 of valuation. This amount will be apportioned between Campton and Thornton by NH Department of Revenue.

Mr. Panuczak and Mr. Beard provided context regarding the previous year's budget allocation of \$150,000, explaining that only \$18,000 of it was utilized. The majority of the unspent funds were attributed to the extended duration of the Pegwood project and the subsequent need to repave Pegwood Road. The current \$150,000 allocation is intended for improvements along Bell Valley to Richardson Trail, and the top part of Weetamoo Road. Additionally, they noted that the tax impact of last year's \$150,000 allocation was \$1.43 per thousand, whereas the current allocation is projected to have a tax impact of \$1.40 per thousand.

Ms. Patti made a motion to amend Warrant Article #5 for Road Infrastructure – Paving by adding “.00” to the amount in the parenthetical portion. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Discussion ensued about the importance of consistently earmarking funds for road upgrades through yearly appropriations was underscored, emphasizing the efficacy of this method in stabilizing the tax rate while attending to infrastructure requirements. It was advocated for a systematic process of raising and allocating funds for roads, affording voters a voice and ensuring that the allocated resources are specifically earmarked for road enhancements. Additionally, it was noted that unutilized funds from previous allocations could be carried over, provided that there is a project alrighty lined up and a contract has been signed.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article #5 for Road Infrastructure – Paving as presented and amended. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.



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6. Article 6 - ADA Project Funding

Mr. Panuczak read Warrant Article #6 into the record as follows:

“To see if the Village District will vote to raise and appropriate the sum of Thirty Thousand Dollars and No Cents (\$30,000) for the purpose of improvements to the Community Center and Campton Mountain public facilities to make them more accessible as outlined in the Americans with Disabilities Act (ADA). This article is non-lapsing until December 31, 2028. This article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 VI.”

Majority vote required. The estimated tax rate for the Waterville Estates Village District, if it were a single taxing district, would total \$0.28 per \$1,000 of valuation. This amount will be apportioned between Campton and Thornton by NH Department of Revenue.

Mr. Panuczak made a motion to amend Warrant Article #6 for ADA Project Funding by adding “.00” to the amount in the parenthetical portion. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

The discussion revolved around various accessibility upgrades, some of which area the installation of automatic door openers, ADA-compliant basins and fixtures in bathrooms, delineating the handicapped seating area at the mountain, call buttons with cameras at the doors, lifts for the hot tubs, remote buzz in feature for the gate on the deck and back hall door and the door to the back lawn, etc. It was mentioned that only the elevator or alternative accessibility solutions for individuals with mobility issues, such as chair lifts, were not part of the current package. It was noted that there was already funds set aside, and these would be in addition, allowing the District to finish all the above noted projects. These upgrades aim to enhance accessibility throughout the facility, ensuring compliance with ADA regulations and improving security measures. The allocation of funds for these projects was highlighted as a prudent investment in maintaining compliance and addressing long-standing accessibility issues.

- Mark Canfield, via Zoom, suggested exploring CIF funds or other alternative sources to fund ADA compliance upgrades instead of solely relying on taxpayer funds. He questioned why other funding options have not been considered and emphasized the importance of addressing ADA compliance without solely burdening taxpayers.

Commissioners acknowledged that they had not considered requesting CIF funds for ADA compliance upgrades previously, primarily because they were still in the process of understanding the full scope of needed improvements. They expressed regret for the oversight and agreed that exploring alternative funding options, such as CIF funds, was a valid suggestion. They also emphasized the importance of



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addressing ADA compliance issues promptly and expressed commitment to rectifying the oversight moving forward.

- Mark Canfield, via Zoom, suggested that the request for CIF funds could be presented to WEA at any of their regular meetings, emphasizing that it meets multiple times a year. He stressed the importance of utilizing all available means to secure funding for necessary upgrades to the District's physical facilities, considering the intended use of CIF funds.

It was suggested that Mr. Spinney, who is the liaison to the WEA board, could bring it up at their next meeting. It was also noted that the Warrant Article could be pulled at the Annual Meeting should WEA decide to contribute funds to the ADA projects. The process that involves spending CIF money on a project was explained, where the District would expend its own money first and complete the project, only then accepting the corresponding CIF money from WEA. This ensures transparency and compliance with auditing standards. A public hearing needs to be held to finalize the acceptance of revenue.

Ms. Patti noted that in some Articles' wording they have the word "impact" after the words "estimated tax rate" and in some they do not.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Ms. Patti made a motion to amend Warrant Article #6 for ADA Project Funding paragraph 3 by inserting the word "impact" after the words "estimated tax rate". Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article #6 for ADA Project Funding – Paving as presented and amended twice. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Mr. Panuczak made a motion to amend Warrant Article #2 for Purchase of Excavator & Accessories paragraph 3 by inserting the word "impact" after the words "estimated tax rate". Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Ms. Patti made a motion that WEVD Commission recommends Warrant Article #2 for Purchase of Excavator & Accessories as newly amended. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Mr. Panuczak made a motion to amend Warrant Article #3 for WEVD Operating Budget paragraph 3 by inserting the word "impact" after the words "estimated tax rate". Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.



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Ms. Patti made a motion that WEVD Commission recommends Warrant Article #3 for Purchase of Excavator & Accessories as newly amended. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Mr. Panuczak made a motion to amend Warrant Article#5 for Road Infrastructure – Paving paragraph 3 by inserting the word “impact” after the words “estimated tax rate”. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article #5 for Road Infrastructure – Paving as newly amended. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

7. Warrant Article 7 – Well Cleaning

Mr. Panuczak read Warrant Article #7 into the record as follows:

“To see if the Village District will vote to raise and appropriate the sum of Eighteen Thousand and No Cents (\$18,000.00) for the purpose of cleaning well number two (2) with said amount to come from the unassigned fund balance. ”

Majority vote required. The estimated tax rate impact of \$0.00 per \$1,000 of valuation as it will be funded by unassigned fund balance in the Water Fund.

Mr. Panuczak made a motion to amend Warrant Article#7 for Well Cleaning inserting the word “dollars” after the words “Eighteen Thousand”. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

The discussion revolved around the need to clean well #2, which had been underperforming compared to well #1. The cost for well #1 was well over \$100,000 due to a lot of other related work needed to access the well, which should not be a factor for the well #2. The importance of this project was highlighted, especially considering the previous significant expenses incurred for well #1. Despite the significant cost, it was deemed necessary to maintain water quality and ensure an adequate supply.

Then the discussion centered on the change in terminology from "surplus" to "unassigned fund" in the Warrant Article. This adjustment was suggested by a representative from NH DRA. It was clarified that the decision was essential to ensure clarity regarding the source of funds. The surplus in the water department fund, which is an enterprise fund, rolls over from year to year and does not disappear if there is money left at the end of the year.



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Mr. Beard spoke about the cleaning process which involves pulling out the pump, inspecting the well with a camera, pumping it down, applying chemicals, surging to loosen debris, and then repeating treatment. This downtime was estimated to be about 48 hours to allow for recovery. However, it was anticipated that significant capacity could be restored once infiltration improved. Regarding previous maintenance, there were no records indicating that the screens in well #2 had been cleaned. Both wells were estimated to have been installed in the mid to late 1980s, and while both well pumps were replaced last year, the cleaning of well #2's screens was postponed due to technical difficulties.

It was emphasized that the decision to present this as a Warrant Article rather than a direct action by the Commissioners was made to solicit input and involvement from the community in the decision-making process. It was important to demonstrate transparency and ensure that the community had a say in important matters concerning the water system's maintenance and improvement. Therefore, presenting it as a warrant article allows for community engagement and reinforces the commitment to moving forward with necessary actions to improve the system.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Mr. Panuczak made a motion that WEVD Commission recommends Warrant Article#7 for Well Cleaning as amended. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

8. Warrant Article 8 - Conflict-of-Interest Ordinance

Mr. Panuczak read Warrant Article #8 into the record as follows:

“To see if the District will vote, pursuant to RSA 31:39-a, to adopt the Conflict-of-Interest Ordinance approved by the District Commissioners on February 13, 2024, copies of which are available at the Community Center, Ski Area, and on the District’s website.”

It was noted that the decision to adopt the Conflict of Interest Ordinance has been recommended by the auditors, and it aligns with New Hampshire law. The ordinance, which restates provisions of RSA 31:39-a, is available on the District website, posted at the community center, and will be provided at the Annual Meeting. The commissioners want to ensure transparency by making the full policy accessible to everyone.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Mr. Panuczak closed the Warrant Article hearing at 7:39 PM.



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Adoption of Agenda

There were no changes to the agenda.

CONSENT CALENDAR

Treasurer's Report

The Treasurer's Report was available in the packet and was reviewed.

Manifests

Ms. Patti made a motion to approve the manifests contained in the meeting handout. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Ms. Patti made a motion to approve the Treasurer's Report contained in the meeting handout. Motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Next Meeting: Tuesday, February 27, 2024 @ 4:00 PM

Public Comment

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically.

Adjournment: *Ms. Patti made a motion to adjourn the meeting, Mr. Spinney duly seconded. Motion passed with a unanimous roll call vote.*

Meeting adjourned at 07:43 PM.

Prepared by Alvina Snegach

Waterville Estates Village District

Treasurer Report 27-Feb

Bank Balances 2/26/2024			
Northway Bank	Per Bank	Per MTS	Float
WEVD Op Acct:	\$69,956	\$68,969	\$987
Rec Fund:	\$184,182	\$185,830	(\$1,648)
Northway Bank Total	\$254,138	\$254,799	(\$661)
Bank of NH			
WEVD General Fund	702,829.84	\$619,989	\$82,841
Water Dept:	585,242.89	\$582,296	\$2,947
Bank Of NH Total	\$1,288,073	\$1,202,285	\$85,787
Citizens Bank			
WEVD - Savings	\$50,000	\$50,000	\$0
	\$50,000	\$50,000	\$0
	\$1,592,211	\$1,507,084	\$85,127

??

Note: The Citizens Bank Balance is higher (interest earned) Working on online access.

Tax Summary				
as of 30-Jan				
Campton				
	Billed	Paid	Due	Interest Recd
2023	\$1,313,393	\$1,035,259	\$278,134	\$620
2022	\$1,229,625	\$1,181,778	\$47,847	\$2,614
2021	\$1,081,446	\$1,093,154	-\$11,708	\$1,717
2020	\$1,126,745	\$1,121,531	\$5,214	\$4,204
2019	\$1,124,327	\$1,122,635	\$1,692	\$5,450
2018	\$1,069,955	\$1,046,217	\$23,738	\$12,842
2017	\$976,757	\$976,765	-\$8	\$1,334
2016	\$985,552	\$978,357	\$7,195	\$8,317
2015	\$985,422	\$965,048	\$20,374	\$7,711
	\$9,893,222	\$9,520,745	\$372,477	\$44,808
Thornton				
	Billed	Paid	Due	Interest Recd
2023	unknown	\$445,306	unknown	\$122
2022	\$390,209	\$390,207	\$2	\$1,182
2021	\$410,452	\$412,499	-\$2,047	\$1,374
2020	\$416,001	\$415,998	\$3	\$1,486
2019	\$360,718	\$360,518	\$200	\$1,532
2018	\$324,690	\$321,248	\$3,442	\$2,997
2017	\$299,741	\$298,137	\$1,604	\$1,334
2016	\$290,944	\$289,518	\$1,426	\$1,109
2015		Incomplete Info		
Prior		\$8,330		
	\$2,492,755	\$2,941,762	\$4,629	\$11,136

Check Manifest - by Payee

Date: 2/21/2024 Batch ID: 167 BANK OF NH - WATER

Payment #	Type	Check Date	Vendor ID	Payee	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	Invoice #		PO #					
145	SYSTEM	2/21/2024	8990	BADGER METER				
	80151469				2/13/2024	47.53	0.00	47.53
				02.4331.520.320 / WTR - LICENSES AND FEEES				47.53
				ORION CELLULAR LTE SERV UNIT SERVICES FOR 1.24				
Total Check #:							145	47.53
146	SYSTEM	2/21/2024	1290	CONSOLIDATED COMMUNICATIONS				
	113298733110 2.24				2/12/2024	60.29	0.00	60.29
				02.4331.520.350 / WTR - TELEPHONE				60.29
				603 726 2072 2.24				
Total Check #:							146	60.29
147	SYSTEM	2/21/2024	1340	CONSOLIDATED COMMUNICATIONS				
	113275470753 2.24				2/12/2024	60.29	0.00	60.29
				02.4331.520.350 / WTR - TELEPHONE				60.29
				603 726 4997 2.24				
Total Check #:							147	60.29
148	SYSTEM	2/21/2024	1890	EVERSOURCE				
	5699 654 5091 2.24				2/02/2024	119.15	0.00	119.15
				02.4331.520.340 / WTR - ELECTRICITY				119.15
				ELECTRICITY 2.24				
Total Check #:							148	119.15
149	SYSTEM	2/21/2024	9230	LRW WATER SERVICES				
	103553				1/17/2024	121,415.00	0.00	121,415.00
				02.4903.023.002 / WATER MAIN - W A 2 2023				121,415.00
				LEDGE REMOVAL TO DATE 580 CUBIC YARDS				
Total Check #:							149	121,415.00
150	SYSTEM	2/21/2024	9270	NH ELECTTRIC CO-OP				
	0575139110 2.24				2/14/2024	3,433.98	0.00	3,433.98
				02.4331.520.340 / WTR - ELECTRICITY				3,433.98

Check Manifest - by Payee

Date: 2/21/2024 Batch ID: 167 BANK OF NH - WATER

Payment #	Type	Check Date	Vendor ID	Payee	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	Invoice #		PO #					
				ELECTRICITY 2.24				
						Total Check #:	150	3,433.98

Check Manifest - by Payee

Date: 2/21/2024 Batch ID: 167 BANK OF NH - WATER

Payment #	Type	Check Date	Vendor ID	Payee	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	Invoice #		PO #					

2/21/2024	Check Manifest	Batch:	167	Chk Count:	6	Total Amnt:	125,136.24
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--- Subtotals by Fund ---

Fund	Description	Amount
02	WATER FUND	125,136.24

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

M. PATTI MOTIONS FOR WEVD COMMISSION MEETING

ON FEBRUARY 29, 2024:

1. Agenda Item # 5 a, Amendments to Draft Minutes of **February 13, 2024**:
 1. All Pages – correct footer to read “WEVD Commissioner 02/13/24 DRAFT Budget Hearing and Meeting Minutes”
 2. Page 1, HEADER – delete ‘2023’ AND insert “WEVD Commission 2024 BUDGET HEARING and” in front of ‘Meeting’
 3. Page 1, line 11 – correct “Scott” typo
 4. Page 1, line 14 – delete ‘noted’
 5. Page 1, line 26 – correct typo “Mr. Spinney”
 6. Page 2, line 32 – insert “ ’23 “ after ‘actual’
 7. Page 2, line 48 – delete ‘rooms’ and insert “pools”
 8. Page 2, line 61 – insert “ ’23 “ before ‘audit’; insert after ‘part time’ the words “municipal finance/accounting”
 9. Page 3, line 65 – correct typo “Mr. Panucszak”; delete ‘clarifying’ before ‘questions’
 10. Page 3, line 70 – insert between ‘higher’ and ‘actual spending’ the following: “ ’23 “
 11. Page 3, line 75 – insert after ‘commended’ and before ‘Rita’ the words “MRI Consultant”
 12. Page 4, line 120 -- correct “Scott” typo
 13. Page 5, line 125 -- correct “Scott” typo
 14. Page 5, line 132 – delete ‘regulations’ and insert “NH Statutes (Chapter 38)”
 15. Page 5, line 147 -- correct typo “Mr. Spinney”
 16. Page 5, line 155 – insert “part of” after ‘relocation’
 17. Page 6, line 168 – correct typo “through”
 18. Page 7, line 188 – delete ‘my’
 19. Page 7, line 212 – correct typo “Jennifer”
 20. Page 7, line 213 – correct typo “two”
 21. Page 9, line 238 – insert after ‘municipal’ the following: “buildings and”
 22. Page 9, lines 271 & 272 – delete
 23. Page 9, line 278 – insert the following: “Ms. Patti acknowledged she neglected to add to the agenda a report from the WEVD lawyer. He determined there has been no change in the statute which allows members of public bodies to attend meetings remotely. Ms. Patti wanted to remind her colleagues, management, and the public that WEVD Commissioners and volunteers that remote participation in Commissioner, advisory committee, and Planning Board meetings has two requirements. First, there must be a quorum of the public body present at the meeting’s physical location (i.e., not counting the member attending remotely). Second, the member seeking to attend the meeting remotely must identify and state at the outset of the meeting the reasons why he/she cannot attend in person AND the meeting minutes must include that information. The legal standard for remote attendance is that attendance at the physical location is “**not reasonably practical** due to travel, illness or another reason.” Convenience is not a legitimate reason for attending remotely.”

24. Page 10, line 288 – insert after ‘and’ the following: “, as has been required since at least COVID,” and substitute “at” for ‘in’ before ‘the physical location’

2. Agenda Item 5 b, Amendments to Draft Minutes of **February 15, 2024**:

1. All pages – correct in footer, “and Meeting” inserted after ‘Hearing’ AND “Draft” not ‘Approved’
2. Page 1, HEADER – after ‘WEVD’ insert “Commission” AND after ‘Hearing’ insert “and Meeting”
3. Remove underscore/underlining at the following pages & lines:
 - i. Page 2, line 45-48
 - ii. Page 4, lines 137-139
 - iii. Page 5, lines 188-189
 - iv. Page 7, lines 240-242
 - v. Page 8, lines 278-280
 - vi. Page 10, lines 365-366
4. Page 1, line 30 – Add “No Commission recommendation necessary.”
5. Page 2, line 77 – delete ‘full’ and change ‘payment’ to “payments”
6. Page 3, lines 99 & 102 – add “/unassigned” after ‘unreserved’
7. Page 4, line 119 – insert “if” before ‘it is’
8. Page 4, line 145 – after ‘increase’ insert “(to a total of \$600,000 for calendar year 2024)”
9. Page 4, line 149 – insert “WEA” after ‘between’ and put ‘the homeowners association’ in parentheses
10. Page 4, line 151 – insert “estimated” in front of ‘tax’ AND after ‘impact’ insert “of the proposed ’24 District budget”
11. Page 5, line 181 – delete ‘—Article 4’
12. Page 7, lines 260-261 – delete ‘previous allocations’ AND substitute “an approved budget” AND insert after ‘over’ the following: “into the next year” AND correct typo “already” not ‘alrighty’
13. Page 8, line 288 – substitute “the pool / hot tub ADA lifts” for ‘the doors’
14. Page 10, line 373 – delete ‘\$100,000’ and insert “\$40 or \$50 thousand dollars”
15. Page 10, line 381 – delete ‘disappear’ and insert “reverts to the District Operating Fund unreserved/unassigned funds”