



## ANNUAL REPORT 2022



Stephanie Cram  
140 Hodgeman Hill Rd.

*First Place Winner  
of the second Annual Photo Contest*

[waterville-estatesnh.gov/](http://waterville-estatesnh.gov/)



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## Waterville Estates Village District

### Commission Submission for 2022 Annual Report

For the Waterville Estates Village District (WEVD), 2022 was a year marked by change. The Commission welcomed a new member, Dave Spinney, and said farewell to John Herlihy. The relationship with the Waterville Estates Association (WEA) transformed into one characterized by trust, collaboration, and effective communication. Ron Beard filled the position of General Manager (GM), immediately demonstrating leadership, organization, and professionalism. Our new GM also brings an important fund of knowledge regarding mechanical systems, heavy equipment, and facility operations with him to his new role. The WEVD staff has responded in a positive and professional manner, welcoming opportunities for growth and development all while working to improve our facilities, systems, and services for owners, residents, and guests.

Your Commissioners each recognize the importance of careful and proper spending of tax revenue. In order to better track the financials of the District, at the request of our new GM, we have secured new municipal accounting software. Working with Municipal Resources Inc., the new system will improve the efficiency and effectiveness of our municipal staff. For example, the accounting system will be structured to address processing payroll for those employees carried in the Recreation Revolving Fund (Rec Fund), match the NH revenue agency's chart of accounts, and automatically populate forms required by the state.

Through the determination and hard work of District employees in 2022, WEVD accomplished important repairs and improvements to its facilities and significantly improved the delivery of services to owners and guests.

Tax revenue was spent on repairs and upgrades to our community assets, as provided by the budget adopted at the 2022 Annual Meeting. Contributions of CIF monies from the WEA Board funded a number of these improvements.

For the Community Center, focus has been on keeping this wonderful facility maintained, accessible, and safe for employees as well as guests. Highlights include installation of two new hot tubs purchased with CIF funds, an automatic door opener at the main entry, two mini splits for heating/air conditioning in the Fitness Room, safety equipment (e.g. eye wash stations), a new computer room to house District hardware including the Water Department monitoring systems, and a retaining wall & drainage near the basketball court. Other projects include repainting spaces in the parking lot, removal of unsafe trees, improving ADA Accessibility, paving the new racquet court using District Bond and CIF funds, and tuning the boilers and heating system components to better manage temperature throughout the building.

At Campton Mountain, broken windows were replaced, a gas insert was installed in the fireplace, several ADA Accessibility modifications were made, a new rope and pole were installed on the rope tow, old outdoor lights were replaced with LED fixtures and code compliant electrical

service using only CIF monies, and a wall of the lift shack was rebuilt. WEA provided CIF funds (\$50,000) and the District provided a trade-in (valued at \$5,000) to purchase a new, used groomer for use on Campton Mountain.

The Water Department received a leak detection grant which led to the discovery and repair of 2 major leaks. The Department has applied for a larger leak detection grant for 2023 to cover more miles of lines in our system. The Water Department undertook a number of projects including the replacement of the primary pump at one well site, inspection and cleaning of storage tanks, removal of brush surrounding the storage tanks, replacement of certain water lines, discovery and repair of an additional 6 major leaks across the system, installation of strategic meters across the system so that operators can assess operation and potential leaks, and upgrading the water system monitoring software. With these changes, the system is operating at its highest efficiency in years. Correcting leaks has resulted in the well pumps running fewer hours per day, and, as a result, we have seen improvement in the rate at which the wells recharge and a reduction in the use of electricity.

The Service Yard has been cleared of junk and debris. The site has been tested for hazardous spills, and all spills have been remediated or are in the process of remediation. The new sand/salt shed has been constructed to protect our inventory and equipment. Lastly, the unused and inoperable vehicles have been serviced or sold.

For our Roads, staff completed several strategic repaving projects and rebuilt some culverts in critical areas. Following the vote at the Annual Meeting in 2022, a new plow truck was purchased and has begun servicing District roads. Given the emphasis on the water system and the need for the replacement of underground lines, the Commission is deferring the expansion of paved District roads until we can be certain that a newly paved road will not be disturbed by Water Department projects.

A total of six outbuildings, housing both Water Department assets and Community Center/recreation materials and components, have undergone urgently needed exterior repairs.

The Village District ended 2022 with a small surplus and our staff looks forward to completing the maintenance and facility improvement projects in 2023. Like many businesses and other municipalities, the District was hampered by labor shortages and some supply chain issues.

With the introduction of Water Rates in 2022, our community is in compliance with New Hampshire statutes. As a result, we are eligible for state funding for the replacement of our aging water system components and upgrading our system. While we were not successful in our initial attempt to secure \$2.1 million in grants as well as low-interest and forgivable loans, we continue to move forward on the Strategic Plan and make improvements to our municipal water system. These steps will help WEVD score better in the next rounds of water system grant applications.

The contribution of volunteers to our community cannot be understated. Through the Planning Board, advisory committees, and serving as WEVD elected officers, your neighbors have given countless hours of service to the Estates. Those neighbors who have pitched in have provided

practical and expert advice to the Commission as well as to Management. Such advice and support have been invaluable, enabling the District to make needed improvements and create more efficient procedures to strengthen our municipality.

As we look forward to the coming year, please note that the Commission and the WEA Board have approved a new Recreation Management Agreement (RMA). The new 2023 terms provide for the payment of \$400,000 of WEA dues monies to the District for use in covering the costs of operating recreation (e.g. electricity, propane, pool chemicals, equipment repairs, custodial and front desk staff wages/benefits, etc.) and the Rec Fund covers the direct costs of food, beverage, and ski operations. The infusion of the \$400,000 from dues received by WEA will be applied to the actual costs for operating recreation in our community. The Commission has built into the proposed 2023 budget the use of tax revenues to cover the remaining, anticipated costs for recreation operations, in accordance with the historical practices of the Estates and the recent Planning Board Master Plan survey results. The goal is that the Rec Fund will become self-sustaining. Revenue from food and beverage sales, ski tickets, day passes, and more will fund the kitchens, bars, and Campton Mountain operations. Beginning with the balance in the fund and seed money provided by WEA, the Rec Fund will cover the cost of as well as wages and benefits for the kitchen and bar staff, lift operators, and ski patrol. A copy of this agreement can be found on the District website ([www.waterville-estatesnh.gov](http://www.waterville-estatesnh.gov)).

In 2023, your Commissioners look forward to serving the owners, guests, and residents of our community. As volunteers on the Commission, it has been an honor to serve our neighbors.

Respectfully submitted,

Maureen Patti Commission Chairperson

## Waterville Estates Village District Mission Statement

Adopted by Commission on May 4, 2022

The Waterville Estates Village District (WEVD) is the municipality responsible for Roads, Water, and Community Properties in the Estates. The governing body, the Commission, is responsible to comply with New Hampshire law in its operations. The Commission is charged with responsible spending and setting policy in accordance with the actions of the WEVD voters at the Annual Meeting.

The Waterville Estates Village District seeks to efficiently and effectively provide the following: an adequate supply and delivery of quality water; road maintenance; maintenance of the community assets/buildings and other infrastructure owned by the District; and support for recreational programs as agreed upon with the Waterville Estates Association. Our mission is to maintain or enhance the remarkable and rewarding quality of life experienced by all property owners in Waterville Estates Village District.

## General Manager's Report

2022 was a busy year for Waterville Estates Village District. The first six months were under the leadership of the interim General Manager John Scruton. John was able to get the new hot tubs installed, and facility repairs and upgrades within the community center. Thank you, Mr. Scruton, for all your hard work.

I joined the Waterville Estates Village District team in July as the General Manager. The first couple of months I spent a lot of time evaluating how our operations work, and what our strengths and weaknesses are. The first thing I realized is that we have a very strong core group of employees that demonstrate daily their commitment to succeed. Secondly, we have many dedicated volunteers that spend countless hours of their personal time on projects throughout our community. The Commissioners (WEVD) and Waterville Estates Association Board (WEA) are working very well together and with that we are able to facilitate much needed improvements to our facilities.

In the fall, I reviewed our summer food and beverage operations and found some issues that needed to be resolved. As a result of my review, I made a couple of personnel changes and hired Samantha Banville as our new food and beverage manager. Sam worked here years ago and hit the ground running. Within a couple of weeks, she was fully staffed and ready for our winter season. Sam and her staff are doing an amazing job. Tanya is our front desk manager and has accepted taking on the events coordinator position as well. Tanya has done weddings and events here in the past and is very excited to do more member events as well as bring weddings back here to our beautiful facilities.

Throughout the course of the summer while working closely with Judy, I saw how difficult it was for her to use Quick-Books for our accounting. I set up a meeting with MRI and they presented the Commissioners and me a proposal to convert our current accounting system to Municipal Fund Accounting software. The Commissioners, taking my recommendation, voted to move forward with the proposal. Using this new accounting system will be more efficient and the ease of use will afford more detailed reports.

Within the last six months of 2022 Steve located 9 leaks within our water system and had them repaired. Getting those leaks repaired is saving the district 204,480 gallons per day. That is a significant amount of water and just looking at the electrical use for the wells I have calculated \$1,115.33 savings for one month.

Shawn and his team have made many improvements in the interior and exterior of our buildings. I have also been working on getting an HVAC company in to replace the air conditioning in the Summit Lounge. New HVAC units were installed in the fitness center. Shawn and I have found a company to service our new boiler system. I believe, some of the adjustments Shawn and I have made to the system have ensured a better balance of heat throughout the community center.

In closing I would like to thank the staff and community for their warm welcome to the Village District, I truly appreciate you all.

Respectfully submitted.  
Ronald Beard  
General Manager

*Waterville Estates Village District Officials*



Maureen Patti  
Commissioner  
Chairperson  
2024



Gerry Panuczak  
Commissioner  
2023



District Clerk  
Ryan Timms  
2023



Treasurer  
Robert Diefenback  
2024



Moderator  
Jaime Oldmixon  
2023



Assistant Moderator  
Jack Letvinchuk

Dave Spinney  
Commissioner  
2025  
Unable to be present

Honorable Mention Winner  
of the  
Second Annual Photo Contest



John Walmsley  
C-4 Snowood Drive

Scan QR code with your phone to  
get to the WEVD Website



Waterville Estates Village District  
Roads & Water Advisory Committee  
Annual Report 2022

The Roads & Water Advisory Committee met fourteen times in 2022. As with 2021, the majority of focus was on the District's aging water infrastructure. Highlights for the year include:

- 1) The Asset Management Plan was completed and presented to the community. This plan identified all of the assets of the water system, and assessed the condition and need for replacement for each asset in the system. The plan also mapped the entire system noting each asset location.
- 2) An SRF grant was applied for in 2022. This grant requested \$204,000 to specifically replace the treatment facility at the current Snowbowl location, assess and identify a new well source to increase capacity and diversity of aquifer with our water sourcing, assess the replacement and/or elimination of the Sunset storage tank, and replace key underground water lines on the Parker/Bell Valley/Richardson loop. The District scored well in the grant placement, however, we were not selected for a grant in 2022.
- 3) Meter recommendation was finalized, and the District purchased the initial batch of meters for citizen purchase and installation.
- 4) Both primary wells were replaced with new units, and the wells were cleaned to provide higher pumping capacity.
- 5) The Pegwood and Snowbowl storage tanks were inspected and cleaned. Additionally, the Pegwood tank site was cleared of brush and debris to ensure no root infiltration into the tank.
- 6) Work continued on the Strategic Management Plan which will build on the Asset Management Plan to prioritize projects that will need capital funding to complete.
- 7) A concerted effort was made to identify and stop system water leaks. This effort has succeeded in reducing well pump hours significantly across the system.
- 8) A planning session was conducted with State officials to begin identifying the possible well sites for the new well site that will diversify our aquifer usage.
- 9) Staff has begun work on a twenty-year road paving of dirt roads/repaving existing paved roads plan. This plan will prioritize and identify the potential cost of this important road list.

I would like to thank the Committee members for their efforts in 2022, as well as the significant efforts of the Roads & Water staff supporting the Committee efforts.

Respectfully Submitted

Gerry Panuczak

## **Waterville Estates Village District Water Department 2022 Annual Report**

Going into 2022 we were without a licensed operator, our Community Water System Ordinance was in its infancy, and our staff was limited in manpower. Coming out of 2022 we are swimming in exciting progress as a department.

In May Steve, our superintendent, passed his certification test marking the completion of his licensure process. Steve received his Grade 1 Treatment, Grade 1 Distribution, and the Combined 1A Treatment and Distribution licenses. This certification reflects all of the important work that Steve had been doing for the WEVD water system.

In November, Waterville Estates Village District (WEVD) hired Allan Bryson, an experienced plow operator and mechanic to assist Steve with water and road maintenance.

We are appreciative of all the work Lakes Region Water has done for us and all the help they will continue to provide to our community, although, we are no longer under their operating license. Together, the District and Lakes Region Water found 11 major leaks across the Estates resulting in an estimated 35 million gallons of water saved. The majority of these leaks were in owner service lines which serves as a reminder to all that if you have a wet area on your property, it may be a sign of something more serious happening.

This year the District received its' on-site Sanitary Survey from the New Hampshire Department of Environmental Services (NHDES). NHDES's main concern was that tank inspections had fallen behind schedule. The inspections were recorded and our results indicated that there was very little sediment and no cracking in any of the tanks. After the results were received tank inspections and cleanings were promptly scheduled for the future. NHDES was impressed by the improvements in our system and the speed with which the District addressed the need for future tank inspections.

We saw the completion of a variety of projects in 2022. Two of the District wells received new pumps and one a new well casing as years of neglect resulted in the previous pump becoming fused to the well casing. We are proud to say that these upgrades resulted in a flow increase of roughly 20 gallons per minute. Several Water Department security projects were completed this year including the installation of security fences around our wells, the SCADA system being moved to a secured room, and the delivery area for treatment chemicals is now secured. A locked and heated inventory room at the shop was finished allowing the District to store more inventory on hand in the event of an emergency or supply-chain delays.

Some long-awaited projects were finished in 2022 including brush clearing from the top of the Pegwood tank, the replacement of the booster pump at the Sunset tank, supplying Taylor Drive, and the decommissioning of the day tank and subsequent replumbing to the ski area to stop continued pump failures.

A new billing software will be rolled-out resulting in decreased operating costs while increasing the quality of customer service.

We will be carrying all of this momentum into 2023 when Allan begins working towards his water operating license and the District hopes to hire a third employee to be split between road and water operations to increase the efficiency of the department. We're very proud of all the work that was done in 2022 and we look forward to 2023 and moving the WEVD community forward in its goals.

*Respectfully submitted by the WEVD Water Department Staff*

## Infrastructure Maintenance Report 2022

### Rec. Center

- Installation of two mini-splits in the workout room
- Flashed outside work-out room
- Landscaping and management of tree removal
- New flooring in arcade room, hall to work-out room and front desk area
- Repaired ADA lift in pool area
- Installed new soap dispensers in locker rooms
- Installed fence around gas tank
- Removed old outside playset and fencing around horseshoe pit
- Maintenance of pool area
- Hands-free front door
- Rehabilitated the old hot tub area
- Refinished outside adult hot tub
- Created eye-wash stations
- Upgraded water building
- Fence set-up for summer events
- Replaced batteries in all exit signs
- New product store in front hall
- Removed window in chemical room and reside
- Take old tennis fences to recycling
- Typical seasonal maintenance

### Maintenance of all vehicles

- Monthly water readings
- Snow plowing

### Campton Mountain lodge and ski area

- Painted lift towers
- Electrical upgrade on lifts
- Chair lift line work
- Trail maintenance
- Replaced rope on rope tow, new Schivee post
- New trail lights installed, old lights removed
- Replaced 3 broken windows
- Installed new gas fireplace
- Roof repair and trim replacement
- New lighting on deck
- New hot water heater for dishwasher

### Community maintenance

- Sunset tank and Reservoir pump buildings-repaired trim, painted tank building

Respectfully submitted; Shawn Pelchat

## Waterville Estates Village District

### Records Report 2022

Established in 2020, the Waterville Estates Village District (WEVD) Records Committee is required by NH law (RSA 33-A:3) to “govern the disposition of municipal records”. The WEVD Records Committee is required to include the municipal clerk, treasurer, and a representative of/for the Commission.

In 2022, the Records Committee;

- Worked with staff to develop a naming convention to aid in storage and organization of District documents. Finalizing and following this procedure will not only help to keep better management of records, but also save employee time and resources by organizing in a manner that references the date at which retention is no longer required.
- Explored effort required to move forward with digitizing the existing District records.
  - WEVD Records Committee identified and organized the oversized maps and plans in the Community Center. The Committee has taken on the task of having the plans and maps, which need to be retained, scanned for electronic retention in compliance with New Hampshire law. Next steps are to identify a local vendor to scan records for that electronic retention.
  - The naming convention adopted will also be applied to digitized oversized materials and hard copies.
- Implemented and followed procedures for processing signed hard copies of WEVD Commission minutes.

Management continued to work on having official Commission Minutes (with attachments and Handouts) scanned to comply with NH RTK law.

I would like to take this opportunity to thank Terry Bennett, Rob Diefenbach, Anthony Patti, Maureen Patti, and staff for their work over the past year.

Thank you.

Ryan Timms,  
WEVD Clerk

## Planning Board Annual Report 2022

The board was established July 2020 and has been working upon its first major project, the development of a Waterville Estates Master Plan. The board stepped up its meeting frequency to twice per month to produce a survey questionnaire designed to obtain the input of all property owners in Waterville Estates. The questionnaire was finally completed and made available to all property owners wanting to participate in sharing their input. The results of the survey were collected and distilled into a Village District Vision comprised of several themes. The themes were broken down into strategies to achieve the vision themes.

On October 1<sup>st</sup>, a public roundtable meeting was held to discuss the Vision, themes, and strategies. This meeting enabled attendees to share their thoughts and ideas beyond what survey questions by themselves can accomplish. As a result of the survey responses and round table meeting, the Planning Board, working with our consultant has assembled a rough draft of the Master Plan

The sections of the Master Plan focus on Land Use (required), Transportation, Recreation, Facilities, Water Infrastructure. The draft of the Master Plan is very close to completion as of the date of this report (January 7<sup>th</sup>). It is the intention of the Board to share the rough draft with the Waterville Estates Village District Commissioners, the Waterville Estates Association Board of Directors, and the towns of Thornton and Campton. It has been abundantly clear that the two Waterville Estate bodies are individually or jointly responsible for achieving the desired outcomes of the ideas expressed in the Master Plan. Additionally, where coordination with the two towns is necessary, our Master Plan will enable effective communication with the appropriate parties. From the time the plan is adopted, the content will provide a roadmap for how projects and goals are identified, managed, and monitored over the coming years.

The benefits of a Master Plan

- Enables the community to apply for available funding on projects being undertaken in the community's Master Plan
- Provides guidance to municipal leaders that may be in place now or in the future
- Enables coordination with the Towns of Campton and Thornton

I appreciate the time and energies invested by each board member and our consultant to get us to this point in the Master Plan process.

Respectfully submitted

Mark Canfield Chair

Stan Bujalski Ned McElroy Michael Palm Gerry Panuczak (E Officio) Ryan Timms

## ADA Committee Report

Over the course of 2022, the Waterville Estates Village District (WEVD) ADA Accessibility Committee met five times. We received information from architect Jerry Tepe as well as input from then interim General Manager John Scruton. Following the arrival of General Manager (GM) Ron Beard, we reviewed ADA compliance issues and formulated a plan for getting more modifications underway.

Our focus was always the same – (1) prioritize any modifications that need to be made to our facilities to provide accessibility to all, and (2) determine when such changes can or should be made.

During this process we identified a group of ‘simple’ corrections to both The Recreation Center and the Campton Mountain Ski Lodge. Using the \$25,000 non-lapsing Warrant Article funds approved by the WEVD voters in 2022, the District should be able to accomplish these ‘simple’ fixes. WEVD employees were able to complete a number of these projects in 2022. Outside contractors were used for the completion of a rear door asphalt ramp and front door mechanical entry.

### **CAMPTON MOUNTAIN SKI LODGE**

#### **Completed 2022**

1. Adding a second handrail to the exterior ramp
2. Correcting operation of how 2 doors swing in the women’s restroom
3. Adding signage (entrance/exit and toilets)

#### **To be completed in 2023**

1. ADA table designation
2. ADA accessible service counter
3. ADA accessible pathway from door to ADA table(s), toilets and service counter

### **RECREATION CENTER**

#### **Completed 2022**

1. New concrete slab near outdoor family pool making seating area accessible
2. Converting front door into a mechanical entry
3. Improving access to rear door (near basketball court) with an asphalt ramp
4. Replacing spray handles and showerheads in Family Changing Room
5. Installing handrails in hallway to indoor pool
6. Correcting placement of light switches in both locker rooms by installing motion activated switches
7. Installing signage to make clear which ingress/egress doors are ADA Compliant

#### **To be completed in 2023**

1. Install ADA accessible automated door at the rear entrance (near basketball court)
2. Install lifts for accessing indoor hot tub, indoor oval pool, and outdoor family hot tub
3. Install updated handicapped parking at rear entrance (near basketball court)
4. Replace toilet door in the family changing room
5. Install a privacy curtain in the family changing room
6. Replace family changing room entry door to a sliding door
7. Relocate soap dispensers in locker room showers
8. Apply non-slip surface to locker room shower floors
9. Design accessible counter for front desk
10. Design Mountain View Lodge ADA accessible service counter
11. Repair double doors from lobby to the main stairwell and make ADA Accessible

The Committee looks forward to continuing our work with GM Beard and WEVD staff to complete the remaining modifications that were identified by Jerry Tepe.

As Chair, I would like to thank the ADA Accessibility Committee members who contributed their time and attention to making sure our facilities ADA accessible to all owners, guests, renters, and members of the public to enjoy recreational programming as well as the food and beverage service. Many thanks to Joe Feiner, Maureen Patti, and Trina Laczkow.

Respectively submitted,

Jackie Herlihy, Chairperson

## **Outdoor Courts Committee**

### **2022 Annual Report**

The Outdoor Court Committee (OCC) started the year acquiring quotes and scheduling for each phase of the basketball court rebuild, as well as planning with VT Recreational Surfacing and Fencing (VT Rec) for the construction phase of the racket court rebuild. Upgrade options were identified and presented by VT Rec to the Waterville Estates Association (WEA) Board of Directors and Waterville Estates Village District (WEVD) Commissioners. The OCC recommended the base upgrade for the upper court, but was not in favor of the other options due to budget concerns. The Directors and Commissioners each agreed to fund half of the additional cost of \$17,600 for the base upgrade of the upper court.

As part of the racket/multi-use court rebuild project was a recommendation for the removal of two large white pines located on Green Circle common land. A letter was sent by District Management to each owner requesting permission, which was denied. The Commissioners approved the OCC tree clearing recommendation only on District land.

Construction started in August on the basketball court. Prior to the site work, District Management determined the retaining wall was failing and needed to be upgraded. The old court was removed, drainage improved, grading completed and the retaining wall built up. The racket courts were dismantled in mid-September followed by tree cutting and asphalt reclamation. During reclamation, VT Rec determined the lower court base was not up-to current standards and recommended the base upgrade. The recommendation was communicated to the WEA Directors and WEVD Commissioners for review, recommendation and funding. The WEA Directors approved to appropriate \$17,600 of Capital Improvement Funds for the upgrade. Paving of the racket/multi-use courts and basketball half court was completed in October. New fence posts, new net posts, and new basketball hoops were installed. The drainage systems around the courts were regraded and upgrades completed.

The basketball court and handicap parking area was targeted for completion fall of 2022, but is behind schedule. The handicap parking will be completed in spring of 2023 after the top coat is applied to the racket courts. The Mega-SLAM basketball system will be installed early spring, followed by court painting, walkway and landscaping around the new basketball half-court.

The racket/multi-use courts will be top-coated in the spring, followed by line painting, fencing, equipment installation and landscaping. A grand-reopening is targeted for the beginning of July.

The volleyball court upgrade was completed at a cost of \$1760, with 46 hours of volunteer work installing new net posts with pads, court edging, sand sifting and installation of a backstop. Funding was provided by WEA CIF.

The Outdoor Courts Committee (OCC) met 12 times in 2022. Committee members participated in a dozen or so on-site work sessions with contractors before and during construction. In April, Dave Rose joined the committee and Dave Spinney replaced Maureen Patti as Commissioner ex-officio. With the exception of the racket court base upgrades, the outdoor court projects are within budget with a current spend of \$191,567 and sufficient buffer to absorb the asphalt pricing increases. An additional \$35,200 was appropriated, 75% from CIF and 25% from District maintenance, for base upgrades to insure longevity of the new court systems.

Respectfully submitted,

Dave Ketcham (Chair), Dick Mayo, Dave Rose, Dave Spinney

## Budget Advisory Committee (BAC) Report 2022

The BAC is comprised of five members: Denise Bujalski, Mark Canfield (Chair), Rob Diefenbach (WEVD Treasurer), Ned McElroy, and David Spinney (Ex Officio). Its purpose is to work with the Waterville Estates Village District (WEVD) management team consisting of the General and Assistant Managers and the leads of the various departments (Roads, Water, Building & Maintenance, and recreational) in the development of their budgets, seeking to understand the goals, challenges and needs of each. The committee assists in the development of the final budget and makes a recommendation on its merits to the Commissioners.

The committee was established in September of 2020 and is now in its third budget year cycle. Work on the annual budget begins in September and generally carries over to the following January. Periodic meetings are held quarterly to review status of the budget in order to help identify significant variances and develop strategies to address. Meetings are held every Monday during the budget review period. All meetings are posted and made available on Zoom. Minutes of every meeting are produced and posted to the WEVD website after committee approval.

Over the life of the BAC's existence, we have noted improvements in managing of expenses, focus on critical areas such as capital improvement and long-term investment, development of effective maintenance plans and efforts, and investment in human capital. The fact that these are often the topic of discussion during our meetings, the effectiveness and job satisfaction of our WEVD employees has increased.

We look forward to the improvements expected by our investing in new accounting software that should reduce coding errors and streamline statutory reporting. It should reduce the costs and increase the speed and effectiveness of our auditors. Management will also be able to quickly identify significant variances in financial and operational issues that lead to more effective and timely decisions.

I want to express my gratitude for the committee members' time and energies it takes to do the work of the BAC. I also want to thank the members of the WEVD staff for their participation in our meetings and the invaluable input they provide.

Respectfully submitted,

Mark Canfield BAC Chair

Denise Bujalski

Rob Diefenbach

Ned McElroy

Dave Spinney

## Advisory Committees and Board

|   |  |                              |  |
|---|--|------------------------------|--|
| ADA<br>Accessibility<br>Committee                 | Jackie Herlihy<br><b><i>Chair</i></b><br><br>Joseph Feiner<br>Maureen Patti                                  | Planning Board               | Mark Canfield<br><b><i>Chair</i></b><br><br>Ned McElroy<br>Ryan Timms<br>Michael Palm<br>Stan Bujalski<br>Gerry Panuczak     |
| Budget Advisory<br>Committee                      | Mark Canfield<br><b><i>Chair</i></b><br><br>Rob Diefenbach<br>Denise Bujalski<br>Ned McElory<br>Dave Spinney | Records<br>Committee         | <b><i>Chair</i></b><br><br>Ryan Timms<br>Anthony Patti<br>Terry Bennett<br>Rob Diefenbach<br>Maureen Patti                   |
| Improving<br>Amenity<br>Profitability<br>(1/2023) | <b><i>Chair</i></b><br><br>Linda Ivers<br>Ralph Wilbur<br>Nancy Seward<br>Kathleen Roy<br>Gerry Panuczak     | Water and Roads<br>Committee | Gerry Panuczak<br><b><i>Chair</i></b><br><br>Stan Bujalski<br>John Herlihy<br>Anthony Patti<br>Terry Bennett<br>Scott Monroe |
| Outdoor Courts<br>Committee                       | Dave Ketcham<br><b><i>Chair</i></b><br><br>Richard Mayo<br>Dave Rose<br>Dave Spinney                         |                              |  |

A Statement from the President of the Board of Directors:

COMMUNITY! Webster's formal definition of community is a "group of people with a common characteristic or interest living together within a larger society." Waterville Estates is a unique exemplification of a community. Our mission as your Waterville Estates Homeowners Association Board of Directors is to foster community by taking actions for the Greater Good of the entire Community.

As far as achieving our collective goals, it has been a very positive year, that will continue our community on a positive trajectory for years to come. The previous few years had been rather turbulent, and toxic given the pandemic and other external and internal factors. At the end of the first quarter, the makeup of the Board Of Directors of the Waterville Estates Homeowners Association (WEA) was changed. Our mission focus was redefined to initiate and encourage collaboration with the Waterville Estates Village District Commissioners (WEVD), while also addressing needed revisions in the Recreation Management Agreement (RMA). History has demonstrated that this community works best when WEA and WEVD are in-step and collaborating for the betterment of the community.

We've been very successful transforming the relationships between the two entities as improving the general spirit of the Community. We continue a collaborative amenable relationship and cooperative positive approach, as it's the foundation of our community.

This transformation allows us to address the most critical issues with which the WEA is challenged. The most critical of which is revenue and meeting its financial obligations to the WEVD within the (RMA) and the new Administrative Services Agreement (ASA). This was a monumental task that required serious and difficult discussions, decisions, and dedication within the Board as well as collaborating with the Commissioners. Our first major step was to subcontract all of WEA Administrative requirements to Evergreen Management. It was a challenging transition, but with the tremendous effort and cooperation from both Waterville Estates Staff and Management and Evergreen Staff it was successfully accomplished. This transition has yielded and will continue to realize significant savings for WEA as well as increasing efficiency and compliance. We also implemented other changes to position WEA for more sustainable revenues. The BOD continues to look for new and creative ways to increase revenues and enhance the overall experience for all members.

Eliminating the ASA, by transitioning to Evergreen, we renegotiated the RMA to allow for a more realistic realization. With unwavering cooperation from the WEVD and a nod to creativity we were successful in meeting the RMA obligations and surviving the year.

Additionally, we spent a tremendous amount of time and effort working with the WEVD Commissioners to define the responsibilities of each entity and ensuring each of us "stayed in our proverbial lanes". This is critical for cohesive operations of our community.

Utilizing our Community Investment Funds (CIF) we were able to contribute greatly to the betterment of our community, while alleviating some of the financial burden on the WEVD. These expenditures include:

1. \$26K on new hot tubs
2. \$90K on Installation of new lighting at Campton Mountain
3. \$55K on a new groomer
4. \$65K Court Resurfacing and improvements.

Additionally, through the generosity of Linda Ivers, and the Scott Ivers Memorial Charity board of directors, we were able to upgrade and enhance the audio-visual experience at Campton Mountain Lodge with state of the art equipment, and technology.

All homeowners and lot owners are members of the Waterville Estates Association (WEA). One of the most important things you can do as a member is take the time to learn and understand the structure of our community and the purviews of each entity!

WEVD is a Municipality and as such must operate within the statutes and requirements of the state. The WEVD's primary responsibilities are water, roads, buildings, infrastructure, and Staff. Full time residents that are registered as voters with the towns of Campton and Thornton, by state statute are the voters for the district (municipality).

Waterville Estates Association is a Homeowners Association (WEA) operating within the Waterville Estates Village District. WEA's primary responsibilities are ensuring adherence to the by-Laws, setting policies for the entrance and use of the amenities, and providing recreation and entertainment. This is all funded and managed through the Recreation Management Agreement (RMA), and funded by dues and all revenues that WEA are able to generate.

Most importantly, we have constructed and executed a radically new RMA that is a big departure from the past structures. It redefines the relationship and collaboration of our two entities and is the foundation of long-term betterment for all.

Looking forward to 2023, we are entering the new year in a significantly better position than the beginning of 2022, in virtually every aspect. I want to thank the commitment and open mindedness of my fellow Board Members, WE Staff, and especially WEVD Commissioners to allow us to collectively get to this pivotal point in our communities' existence. A new beginning if you will.

Our Mission Critical as a Board for 2023, is to laser focus on creating new avenues of revenue, while greatly increasing current revenue streams. We have begun implementation of what we hope will yield significant contributions, while continuing to creatively search for more, all with the goal of enhancing each Homeowner's experience within the community.

Let's all work together to make 2023, the best year yet in our "little piece of heaven."

Respectively submitted,  
Board President, Andy Griffiths

## **WATERVILLE ESTATES VILLAGE DISTRICT ANNUAL MEETING**

### **MODERATORS' RULES OF PROCEDURE**

Unless changed by the voters at the Annual Meeting, the Moderator will use the following Rules of Procedure to conduct the respective Meetings:

1. The Moderator will not follow Robert's Rules. The Moderator will use the following general rules of procedure, whose main purpose is to keep the meeting moving, and not get bogged down in procedural quagmires.
2. By majority vote, the voters can overrule any decision that the Moderator makes and any rule that the Moderator establishes. A voter can raise such a request by Point of Order.
3. The Moderator will take Articles in the order that they appear on Warrant unless the Moderator announces the intent to take Articles out of order.
4. The Moderator will accept motions to waive reading each warrant article. The legislative body may later request specific warrant articles be read. All amendments will be read by the Moderator after seconded and prior to the vote.
5. The Moderator will consider each Article, as follows:
  - a. The Moderator will announce the Article number. The Moderator will read the full text of the Article based on bullet 4.
  - b. The Moderator will recognize a member of the Board of Commissioners or the petitioner (if a petitioned Article) to move the adoption of the Article.
  - c. If the Motion is seconded, the Moderator will recognize a member of the Board of Commissioners or the petitioner to explain the Article.
  - d. The Meeting will debate and then vote on the Article.
6. Everyone who speaks must use a microphone so they can be heard. (The Moderator will announce the location of the microphones in the Meeting room.) If a voter is unable to reach one of the stand-up microphones, the voter should raise his/her hand and one of the hand-held microphones will be provided.
7. No one may speak unless he or she has the floor.
  - a. No one may have the floor unless recognized by the Moderator.
  - b. Except for Points of Order, the Moderator will not recognize speakers unless they are standing at or holding one of the microphones.
  - c. Each speaker must provide his/her name and address.
  - d. Even if a voter does not have the floor, a voter may speak to raise a Point of Order, to challenge a Moderator's ruling, or to overrule the Moderator.
8. The Moderator will allow only one motion on the floor at a time. There are two exceptions to this rule:

- a. A voter may raise a Point of Order at any time, and
  - b. If a voter has the floor, the voter may make
    - i. A motion to amend the pending motion, or
    - ii. A motion to Call the Question
9. The Moderator will not accept negative motions, which are motions that require a “no” vote to vote in the affirmative such as “I move that we not adopt the budget.”
10. Motions to Call the Question limit debate and require a 2/3 vote. If passed, these motions stop debate on a motion. However, all those voters who are standing at a microphone or holding a microphone, and anyone seated at the head table who has previously told the Moderator that he/ she wishes to speak on the Motion will be allowed to speak. In addition, the Moderator shall have the right to refuse to recognize a Motion to Call the Question, if, in the Moderator’s opinion, the voters have not yet had an adequate opportunity to discuss an issue.
11. Non-voters may not speak at the Meeting without the permission of the voters except, the Moderator will allow non-resident Village officials and consultants or experts who are at the Meeting to provide information about an Article to speak, but only on technical matters related to the issue. This might include the Village Attorney, General Manager or Assistant General Manager, as examples.
12. All speakers must be courteous and must speak to the issues, not any individual or group of individuals. Each member of the legislative body has a right to speak for themselves and not have their testimony biased by comments made by others, whether specific or general. The Moderator will not allow personal attacks or inappropriate language.
13. If any person behaves in a disorderly manner, and after notice from the Moderator, persists in such behavior, or shall in any way disturb the meeting, or willfully violate any rule of proceeding, the Moderator may have a police officer, or any legal voter of the town, remove such person from the meeting. (RSA 40:8). A first warning shall be provided. On second warning, the meeting shall be recessed and the disorderly party will be asked to confer with the Moderator and Patrol Officer assigned to the meeting. Only one more warning shall be provided, the third and last. On a fourth offense, the individual shall be removed. This process will ensure order, while maintaining the integrity and diversity of the legislative body.
14. All questions and comments should be addressed to the Moderator. The Moderator will choose who responds to the questions.
15. With the exception of initial presentations on Articles which the Moderator requests be limited to five (5) minutes, all speakers in debate will be limited to three (3) minutes.
16. Each speaker may only speak once until everyone has spoken.
17. The Moderator may determine the method of voting except as determined by law. However, any voter who doubts the accuracy of any non-counted vote may require the Moderator to determine a vote by a counted show of hands or counted standing vote.
18. Any vote on a note or bond issue of over \$100,000 must be voted on by secret ballot. In the case of a vote requiring a ballot box to remain open for a statutory time period, ballots will have been provided by the Supervisors of the Checklist along with your voter card. A voter may place ONLY their ballot in the ballot box. Any voter depositing more than one ballot will disqualify the vote and the process will start over. ONE VOTER = ONE VOTE. In addition, any three (3) voters may require that the vote on any Article or question be by secret ballot. To do so:

- a. All three (3) voters must be present and identified, and
- b. The request must be presented in writing to the Moderator prior to the end of debate on the Article or question.
- c. When the secret ballot vote is called, ALL voters shall remain seated and hold up their voter card. Once you receive your ballot, lower your card, remain in your seat, and fill out your ballot. Then remain in your seat until a Moderator's Assistant comes by with a ballot box. If the ballot box is returned to the Moderator's podium and you have not cast your ballot, stand, raise your voter card and call for a Point of Order.

19. Motions to reconsider an Article may only be made immediately after the vote on the Article, and may only be made by a voter who voted on the prevailing side of the vote to be reconsidered. However, the following limits may apply to the reconsideration of an Article:

- a. **Mandatory Restriction:** In accordance with RSA 33:8-a, if a motion to reconsider a ballot vote on a bond issue of over \$100,000 passes, the Article cannot be reconsidered until a reconvened Meeting that is at least seven (7) days after the original vote. With respect to bond votes, the restriction on reconsideration automatically applies without the need for the Meeting to vote for it.
- b. **Optional Restriction:** Voters may postpone reconsideration of any Article at this Meeting by voting to restrict reconsideration of the Article in accordance with RSA 40:10. If the Meeting passes such a motion, then the Article cannot be reconsidered until a reconvened meeting held at least seven (7) days after the date of the original vote.

**Reminder:** Since any rule of the Moderator or decision of the Meeting can be reversed or changed at any time prior to the end of the meeting by a majority vote of the Meeting, there is no rule that can be adopted that can absolutely prevent the reconsideration of an Article.

20. The Moderator may vote on all Articles. However, the Moderator plans to vote only in three (2) instances:

- a. To break a tie
- b. To make a vote a tie vote if a motion the Moderator opposes would otherwise carry by one (1) vote.
- c. On any secret ballot vote, where the Moderator's vote will not bias the vote of the assembled legislators.

21. The Moderator will provide for a comfort break recess of 15-minutes every two hours and between Warrant Article votes. The meeting will not be recessed while a Warrant Article is being considered. You must check back in with the Supervisors of the Checklist on returning to the meeting.

22. If the Meeting is not finished after 6 hours, the Moderator will recess the Meeting to a future date and time certain.

Jaime Oldmixon, Waterville Estates Village District Moderator

## VOTERS' RIGHTS AND RESPONSIBILITIES

Every Voter is responsible to:

1. Recognize that the Meeting is a legislative assembly where voters gather together to conduct business, and that the Moderator has volunteered to preside over the Meeting to bring order to the process.
2. Review the Village Report in advance of the Village Meeting.
3. Seek answers to any questions that you have from the appropriate Village officials in advance of the Annual Meeting. Attend informational sessions to learn the background of significant proposals, including Budget Hearings, to ensure meaningful debate at the Annual Meeting.
4. Become familiar with the Rules of Procedure for the Annual Meeting.
5. Give the Moderator fair warning if you would like to do anything out of the ordinary, like present slides or use alternative rules of procedure.
6. Arrive early enough for the Annual Meeting to allow sufficient time to check in and find a seat.
7. Be courteous to all officials, presenters, and other voters.
8. Avoid personal attacks and inappropriate language.
9. Understand that occasional problems are to be expected when presenting information to or managing the movement of large numbers of voters, and be patient and courteous with officials and other voters when they occur.
10. Be aware that since any rule of the Moderator or decision of the Meeting can be reversed or changed at any time by a majority vote, there is no rule that can be adopted that can prevent reconsideration of an Article. Restricting reconsideration can only postpone the second vote to a reconvened meeting held at least seven (7) days after the date of the original vote.
11. Remember that if the Moderator cancels an Annual Meeting due to inclement weather, the decision will be communicated via the Village website, the Public Notice Board and in front of the Community Center.
12. Speak on an Article by approaching a microphone or by requesting a hand-held microphone, unless debate has been limited by a successful Motion to Call the Question.
13. Request the Meeting to overrule the Moderator or to change the Rules of Procedure, as follows:
  - a. Seek to be recognized by saying "Mr./Ms. Moderator, I have a Point of Order", and
  - b. Once recognized by the Moderator, proceed to state your request or make your Motion.
14. Request that any Article or question be acted upon by secret ballot, as follows:
  - a. A minimum of three voters who are present and identified at the Meeting must make the request in writing; and
  - b. The written request must be presented to the Moderator prior to the end of the debate on the Article or question.

15. Request the Meeting to postpone the reconsideration of an Article at the Meeting until a future Meeting, as follows:

- a. At any time after the Article has been voted upon, seek to be recognized at a microphone by the Moderator.
- b. Once recognized by the Moderator, say “Mr./Ms. Moderator, I move that the Meeting restrict consideration of Article \_\_, in accordance with NH RSA 40:10.”
- c. NOTE: Voters need not vote to restrict reconsideration of any ballot vote on a bond issue over \$100,000 because state law provides that the reconsideration vote may not be held until an adjourned Meeting that is at least seven (7) days after the date of the Meeting.

Jamie Oldmixon, Waterville Estates Village District Moderator

Winner of the  
Waterville Estates Village District  
Employee Logo Contest  
Zack Kennedy



*Please congratulate  
Zack  
when you see him*

**The Waterville Estates Village District Annual Meeting** convened at the Summit Lounge on Saturday, March 19, 2022 at 9:00 am to act on the articles of this warrant.

**Saturday, March 19, 2022**

The Annual meeting was opened at 9:01am by Moderator Matt Smith.

Ned McElroy led the Pledge of Allegiance.

**MOTION: To bypass reading of the Moderator Rules.**

**Moved:** Andrew Griffith

**Seconded:** Stan Bujalski

**Discussion:** NONE

**Motion carried by majority vote.**

Moderator Smith mentioned the "1 voter 1 vote" rule and that the most helpful way to cast your vote is yours alone. Moderator Smith introduced Jack Letvinchuk as the Deputy Moderator and would assist with any secret ballot votes.

Moderator Smith identified a change in the Moderator Rules, based on recent NHMA Moderator training. There is now a 4-strike rule as it relates to disruptions. After 3 warnings, and conversation with legal/law enforcement, the 4<sup>th</sup> disruption would lead to dismissal from the meeting.

Moderator Smith identified the room layout, with a roped area separating non-registered voters from the legislative body.

Moderator Smith then pointed out the stand-up microphone available for those that are recognized to speak. Portable microphones could be available to anyone not capable of reaching the fixed microphone.

**Article #1:** To choose one Commissioner for a three-year term, a Clerk for the ensuing year, and a Moderator for two years.

**Moved:** Maureen Patti

**Seconded:** Ned McElroy

**Discussion:**

Ryan Timms declared for Clerk for the ensuing year.

**Motion carried by majority vote. (5 opposed)**

No individual declared for the 2-year Moderator position. Vacant until filled by Commissioners.

**Discussion:**

Gerald Panuczak (30 Porcupine Dr) declared for Commissioner.

David Spinney (54 Weeping Birches Ln) declared for Commissioner.

Stan Bujalski requested a secret ballot. Mr. Bujalski presented Moderator Smith with a valid petition signed by Stan Bujalski, Jacqueline Herlihy, Ellen Witt, Holly Timms, all present.

Candidate Mr. Panuczak addressed the legislative body to detail his background and the work done during his term as Commissioner.

Candidate Mr. Spinney addressed the legislative body to detail his background and interest in serving as a Commissioner.

Ned McElroy stated the current Commission spends countless hours volunteering their time to the community. He expressed that he was concerned Mr. Spinney would not have the ability to commit the same level of commitment.

Mr. Spinney responded that the Commissioner position is a volunteer position. He recognized the Commissioner's commit a lot of time for the community. Mr. Spinney expressed the time constraint is often too much and that business can and should be conducted in reasonable hours.

Moderator Smith disseminated the secret ballot.

POO - Harold Bertino clarified that any name can be written on the ballot.

Ballots were collected for counting by assistants Jack Letvinchuk, Andrea Canfield, and Ellen Witt.

Moderator Smith indicated the Statutes allow for Legislative business to continue while Article 1 ballots are tallied.

**Article #2:** To see if the Village District will vote to raise and appropriate the sum of Two Million One Hundred Eighty-Nine Thousand Forty-Seven Dollars and No Cents (\$2,189,047) for general municipal operations. This article does not include appropriation contained in special or individual articles addressed separately. Projected tax rate increases \$2.03/\$1000 Board of Commissioners recommend this article 3-0. BAC recommend this article 3-0.

**Moved:** Ned McElroy

**Seconded:** Holly Timms

**Discussion:** Interim General Manager John Scruton discussed the projected offsetting revenues - the Administrative Services Agreement offsets staff and expenses that are in the Operating budget rather than the Revolving Recreation budget. Mr. Scruton also detailed the Recreation Management Agreement that offsets staff and expenses in the Operating budget with Recreation Services. Mr. Scruton went on to detail that no fund balance is being used to reduce the operating budget, as has

occurred in years past. He added that if a line item is reduced to zero nothing can be spent on that line. Mr. Scruton stated the district priorities are roads, water and asset management.

Moderator Smith indicated the tally for Article 1 was completed.

By majority vote (41-40) Gerald Panuczak was elected as Commissioner for a 3-year term.

Loren Bennet motioned to restrict reconsideration of Article 1. Seconded by Anthony Patti. Motion carried by majority vote (42-33)

Commissioner Maureen Patti motioned to amend the last sentence of Warrant Article 2 to say "If the Administrative Services Agreement and/or the Recreation Management Agreement payments by WEA are not made, the resulting increase could be as much as \$4.75/\$1,000". Gerry Panuczak seconded. Discussion occurred regarding the amended language. Moderator Smith clarified the ASA and RMA will be deposited into the General fund. Harry Bertino stated the tax impact statement should be based on the actual number proposed and not a speculation. Andrew Griffith stated the operating number in the past was a fixed number and this is not. Maureen Patti stated the motion by the commission because the budget is using gross appropriation accounting which is different than years past. Harry Bertino asked for clarification regarding the tax impact. Mr. Bertino stated the tax impact statement is based on a contingency, not an actual figure. Maureen Patti indicated there are funds in the unassigned fund balance were there a need to tap into those funds. David Spinney requested the unreserved fund balance. Moderator Smith stated that figure is currently unknown due to the audit being incomplete. Mr. Spinney asked Moderator Smith if GM John Scruton could state the current balance of the fund. Moderator Smith stated Mr. Spinney received his first warning for disorderly conduct. Mr. Scruton spoke in regards to form 535 stating estimate year end unreserved fund balance is \$1.5 million. Moderator Smith called the vote and the motion to amend failed (30 aye, 41 nay). David Ketcham asked what happens if the budget doesn't pass. Moderator Smith stated we would stay until the legislative body does pass a budget. There is a 6-hour time limit and at that time the meeting would continue at a future date. Moderator Smith called the vote and the motion passed by majority vote (38 aye, 35 nay). Sean Tole motioned to reconsider Article #2. Erin Tole seconded. Moderator Smith stated by statute a revote requires a secret ballot. The motion carried by majority vote (41 aye, 29 nay). Moderator Smith disseminated ballots.

POO - Ned McElroy requests clarification on the vote - what does an affirmative vote mean?

Karen Young motioned to allow non-voters to be recognized. Rick LeBlanc seconded. Ms. Young opined it is acceptable to hear from the non-voters. Holly Timms stated that non-voters are not part of the legislative body. Terri Tole stated she believes all homeowners should have a voice. Ms. Timms stated the homeowners also have a voice in the respective towns of Campton/Thornton, but did not see many at those legislative meetings. Mike Herring stated these issues are the ones that count here. Ms. Timms stated taxes were raised at the town and are equally as important as those discussed in this meeting.

Harry Bertino stated regardless of what has occurred elsewhere, the legislative process remains.

Moderator Smith read the results of Article #2 secret ballot. 40 aye, 35 nay, Article #2 passed by majority vote.

**Motion carried by majority vote.**

Moderator Smith called the vote for Ms. Young's motion. Motion passed by simple majority vote allowing non-voters the opportunity to speak.

Maureen Patti motioned to restrict reconsideration of Article #2. Seconded by Ned McElroy and the motion passed by majority vote (36 aye, 33 nay).

Ryan Timms motioned to amend the moderator rules, restricting non-voter comments until Article #10. Holly Timms seconded. Mr. Timms stated the legislative body is composed of registered voters that have a duty at the annual meeting and non-voters could deter the process. Mr. Timms further opined that allowing public comment could invite members of the media or lobbyists, further eroding the legislative process.

POO - Moderator Smith stated the legislative body voted to allow non-voters to speak. Moderator Smith recognized Ralph Wilbur. Mr. Wilbur stated he disagreed with the amendment since the articles involve his money. Ken Michaud stated the legislative body has the power to amend article language. Terri Tole stated she didn't see any lobbyists or media present. Erin Hershey stated the community is divided on many issues and non-voter opinions have value.

POO - James Everett asked for clarification regarding the amended language. Sean Tole motioned to amend the language to include non-voting "homeowners". Terri Tole seconded. Andrea Canfield amended the language as non-voting homeowners "of Waterville Estates".

POO - Mark Canfield indicated WEA bylaws state 1 home 1 voter rule and perhaps we should follow some semblance of that. Harry Bertino stated that WEA have no effect on WEVD matters. Moderator Smith called the vote on the amendment. Motion carried by majority vote. Moderator Smith called the vote on the motion to allow non-resident homeowners to speak only during Article 10. Motion failed by majority vote.

**Article #3:** To see if the Village District will vote to raise and appropriate the sum of Five Hundred Thirty-Two Thousand Four Hundred Fifty-Five Dollars and No Cents (\$532,455) for the water department operations, said funds to come from user rates and fees. There is no tax rate impact. Board of Commissioners recommend this article 3-0. BAC recommend this article 3-0.

**Moved:** Maureen Patti

**Seconded:** Anthony Patti

**Discussion:** John Herlihy detailed the water system requires extensive work. Mr. Herlihy stated the

past management of the water system included poor planning, construction and record keeping, but the Water Committee and consulting firm have plans to address the shortcomings. David Spinney questioned the increase water rate and where those monies are going to be spent. Mr. Scruton indicated the Water budget now includes water dept salary, licensing, legal, capital improvement, and waterline upgrades. Harry Bertino asked how much money has been collected so far and why were we billed for water before the 2022 budget was approved. Moderator Smith indicated the Operating budget

is approved in March, but the District has the authority to spend on expected expenses to continue operating. Mr. Bertino asked if the bill received in 2021 funded the water department in 2022. Maureen Patti indicated yes. John Scruton stated approximately 91% had been collected to date. Karen Young requested clarification regarding the previous \$200 annual water fee. John Herlihy stated the previous rate was an arbitrary rate that did not appropriate a water fund and that issue of comingling funds is alleviated with this ordinance. Ken Michaud requested clarification regarding meters and what is billed if water usage is zero gallons. Ms. Patti responded the water rate pays for access and estimated use, so there will be an access rate still. Erich Kikel motioned for the water budget to be \$340k. Chris Fagas seconded. Stan Bujalski stated these are critical updates to the infrastructure and should not be neglected any longer, the community cannot afford for the water to fail. Harry Bertino stated a previous suggestion of funding the water department with 85% flat rate and 15% usage fee. Stephanie Kiernan stated she preferred no meters. Motion failed by majority vote. Ms. Kiernan motioned to strike the meter line item to 'zero'. James Everett seconded. Discussion occurred regarding water ordinance, meters, SCADA. Motion failed by majority vote. Sean Tole called the vote for Article #3.

**Motion carried by majority vote.**

Loren Bennett motioned to restrict reconsideration of Article #3. Maureen Patti seconded. Motion carried by majority vote.

Sean Tole motioned to reconsider Article #1 at a later date. Legal Counsel indicated the valid motion under RSA 40:10. If motion passes, Village District will notice date, time and location no earlier than 7 days from now and with 48 hours notice, published in newspaper. Terri Tole seconded.

POO - Mark Canfield stated the legislative body already voted to restrict reconsideration. Opined the process as unfair and skewing the legislative process. Motion carries by majority vote (35 yay / 31 nay). Future date will be considered under Article #10.

**Article #4:** To see if the Village District will vote to **raise** and appropriate the sum of One Hundred Thousand Dollars and No Cents (\$100,000) for the purpose of District facilities improvements to the air conditioning, air handling and heating system at the Community Center. This article is non-lapsing until December 31, 2026. This article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 VI. Projected tax rate increases 98 cents/1,000 evaluation. Board of commissioners recommend this article 3-0. BAC recommend this article 3-0.

**Moved:** Maureen Patti

**Seconded:** Jaime Oldmixon

**Discussion:**

Sean Tole asked if the \$100,000 would go to the general fund or a specific account for the improvements. Moderator Smith clarified this is a non-lapsing warrant article and it cannot be used for any other purpose.

**Motion carried by majority vote.**

Loren Bennet motioned to restrict reconsideration of Article #4. Ned McElroy seconded and the motion carried by majority vote.

**Article #5:** To see if the Village District will vote to raise and appropriate One Hundred Twenty Thousand Dollars and No Cents (\$120,000) for the purpose of purchasing a diesel plow truck and related equipment to replace an existing vehicle to come from the unassigned fund balance. This article is a special warrant article per RSA 32:3 VI (d). There is no tax rate increase to this article. Board of Commissioners recommend this article 3-0. BAC recommend this article 3-0.

**Moved:** Maureen Patti

**Seconded:** Sean Tole

**Discussion:** None

**Motion carried by majority vote.**

Loren Bennet motioned to restrict reconsideration of Article #4. Stan Bujalski seconded and the motion carried by majority vote.

**Article #6:** To see if the Village District will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars and No Cents (\$25,000) for the purpose of improvements to Village District buildings to make them more accessible as outlined in the Americans with Disabilities Act (ADA). This article is non-lapsing until December 31, 2026. This article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 VI. Projected Tax Rate increase of 25 cents/1000 evaluation. Board of Commissioners recommend this article 3-0. **BAC** recommend this article 3-0.

**Moved:** Andrew Griffith

**Seconded:** Art Marks

**Discussion:** Mark Canfield indicated a typo in the warrant article.

**Motion carried by majority vote.**

Sean Tole motioned to restrict reconsideration of Article #6. Ms. Patti seconded and the motion carried by majority vote.

**Article #7:** To see if the Waterville Estates Village District (WEVD) will formally accept the roads found in Deed book 1324 page 786 from Waterville Estates Association (WEA) to WEVD October 26, 1977 and Road's correction deed book 1436 page 926 WEA to WEVD Nov 30, 1981.

**Moved:** Maureen Patti

**Seconded:** Terry Bennett

**Discussion:** Ms. Patti indicated this article was merely a housekeeping item, to clean up old

business. Sean Tole asked the repercussions were the Village District not to accept the roads. Mr. Scruton indicated it was theoretically possible homeowners could prevent maintenance. Chris Fagas stated the deed is a 45-year old unsigned document that should go back to the Homeowner's Association to determine if they still agree with the language. Mr. Scruton clarified that the deed was signed, just not accepted. Harry Bertino asked if a list of roads exist. Mr. Scruton indicated they are in the deed.

**Motion carried by majority vote.**

Loren Bennet motioned to restrict reconsideration of Article #4. Stan Bujalski seconded and the motion carried by majority vote.

**Article #8:** To see if Waterville Estates Village District will adopt the provisions of RSA 41:9-a to establish or amend fees, including the issuance of any license or permit which is part of a regulatory program which has been established by vote of the town, and the use or occupancy of any public revenue-producing facility as defined in RSA 33-B:1 VI, the establishment of which has been authorized by vote of the town. The authority to set fees for Recreation and Water are in other statutes. Such a vote shall continue in effect until rescinded.

**Moved:** Maureen Patti

**Seconded:** Tom Clark

**Discussion:** Ms. Patti stated this was an additional housekeeping item. Andrew Griffith asked what effect this article would have on the HOA. Moderator Smith indicated that this article and meeting doesn't change anything regarding the RMA or ASA, it merely authorizes a practice the Village District already engages in. Ken Michaud stated this article was vague and that he is fearful this article will authorize additional fees while the agenda in doing so is not transparent. Sean Tole clarified that the intersection between the WEVD and WEA is both the RMA and ASA, but also the deeds. Mike Herring asked for specific fees on record. Legal Counsel referred to RSA 41:9 A which authorizes the Commission to set fees. There is no money tied to this article, just the statutory process. Ken Michaud opined that the article should be voted down. Harry Bertino asked for clarification regarding 33-B:1. Legal counsel indicated this article had to do with fees associated outside of the RMA and the revolving rec fund. Mr. Bertino again requested clarification regarding public revenue producing facilities and what kind of fees are attempted to be enacted. Sean Tole stated he found this article alarming. Mr. Tole speculated what impact this could have in the future. Terri Tole suggested that if you don't understand the article or potential impact, vote no. Mark Canfield stated he favored the article because we have facilities that have been underutilized. WEVD/WEA share the responsibility for the intended use. Mr. Canfield opined that it is possible through the generation of fees via use of the Community Center and/or Ski Lodge. Stephanie Kiernan indicate favor in the use of the facilities, but would like to consider alternatives. Terri

Tole indicated the facilities do get used. Ms. Patti called the vote, seconded by Denise Bujalski. Motion carried by majority vote.

**Motion defeated by majority vote.**

Sean Tole motioned to restrict reconsideration of Article #8. Andrew Griffith seconded and the motion carried by majority vote.

**Article #9:** To see if the Waterville Estates Village will establish the size of the Planning Board as 7 members as outlined in RSA 673:2 III.

**Moved:** Maureen Patti

**Seconded:** Andrew Griffith

**Discussion:** None

**Motion carried by majority vote.**

**Article #10:** To see if there is any other business that can legally come before the Annual Meeting.

**Moved:** James Everett

**Seconded:** Andrew Griffith

**Discussion:** Loren Bennett motioned to ban reconsideration of Article #1. Moderator Smith indicated the motion is invalid. Mr. Bennett opined that laws are not always logical, but would accept that it is the law. Legal Counsel clarified RSA 40:10 and that Article #1 cannot be discussed until the adjourned session. James Everett stated his concerns regarding paving roads before addressing the water line repair underneath. Mr. Scruton indicated that the plan is to prioritize water line repair before paving, but there may be some instances in the long-term plan where paving may occur first. Ken Michaud opined that Article #2 should also be reconsidered. Ralph Wilbur read a prepared statement. Harry Bertino motioned that all WEVD Public Hearings and Budget Hearings should be held no earlier than 530 PM and be available electronically. Frank Marshall seconded. Moderator Smith clarified the motion would be advisory in nature only. Sean Tole motioned to amend the motion to also include monthly Commissioner meetings. Mr. Bertino did not contest the amendment, that motion carried. Mark Canfield stated some meetings should be held at that time and they are available electronically. Stan Bujalski stated he was in favor of a staggered calendar, similar to the Town of Thornton, to allow more participation. Ken Michaud opined weekend meetings need not be held to the same time constraint. Maureen Patti stated meetings are currently staggered and available via zoom, live or recorded. Mr. Bertino stated his concern was regarding the budget hearing that occurred at 9 AM on a Wednesday. Motion failed by majority vote (21 aye, 27 nay). Moderator Smith announced the adjourned session **will** occur on March 29 at 7 PM.

Judy Kinney recognized Patti Lindblom. Thank you for your hard work and dedication to WEVD. Enjoy your retirement!

Maureen Patti clarified pg 65 had a typo in regard to Gerry Panuczak stipend. Ms. Patti clarified that all commissioners received a \$600 stipend.

Moderator Smith called the meeting temporarily adjourned until March 29 at 7 PM.

---

**March 29, 2022 7PM**

**Annual Meeting Continuation**

Moderator Matt Smith resumed the Annual Meeting for the sole purpose of reconsidering Article #1.

**Article #1:** To choose one Commissioner for a three-year term, a Clerk for the ensuing year, and a Moderator for two years.

**Discussion:**

Ryan Timms declared for Clerk for the ensuing year. Loren Bennet read from the NH Municipal Handbook regarding Parliamentary procedures. Legal Counsel indicated that section is a description of Roberts Rules and not a statutory or legal requirement.

**Motion carried by majority vote.**

No individual declared for the 2-year Moderator position. Vacant until filled by Commissioners.

**Discussion:**

Gerald Panuczak (30 Porcupine Dr) declared for Commissioner.

David Spinney (54 Weeping Birches Ln) declared for Commissioner.

Mr. Panuczak gave a statement detailing the work that has been accomplished and the work he has yet to complete. Sean Tole received a warning (1<sup>st</sup>) for speaking out of order. David Spinney addressed the community. Stan Bujalski motioned for a secret ballot and provided Moderator Smith with a valid petition signed by Stan Bujalski, Linda Panuczak, Mark Canfield, Anthony Patti and Holly Timms. David Spinney stated he witnessed multiple ballots being handed to people during the 1<sup>st</sup> session of the meeting. Mr. Spinney received a warning (2<sup>nd</sup>) for speaking out of order. Sean Tole requested a numeric tally of voters present. Loren Bennett opined that the first vote should be upheld as valid. Ken Michaud asked why the budget shows an increase of 81% to do the same job. Mr. Panuczak stated the part of the Budget Advisory Committee process was to show the full costs of operation. In the past, the Recreation fund held a lot of the costs. Mark O'Hara stated there was a vote at the 2021 annual meeting to allow

non-residents to vote. Mr. O'Hara asked Mr. Panuczak how he voted on that article. Mr. Panuczak responded that voting is a private matter. David Spinney stated that commissioner's need to listen to all taxpayers. Ken Michaud asked about the "massive budget increase". Mr. Panuczak directed Mr. Michaud to the 3 memo's that were disseminated in preparation for the Annual Meeting as reference. Harry Bertino asked if each candidate would support public hearings being held in evenings or Saturday. Holly Timms called the vote. Denise Bujalski seconded. By majority count, David Spinney was elected Commissioner (Spinney 52, Panuczak 42).

Maureen Patti motioned to adjourn the Annual Meeting. The entire legislative body seconded. Meeting adjourned 8:54 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Ryan Timms', is written over a light gray rectangular background.

Clerk

Waterville Estates Village District

## **2023 Recreation Management Agreement**

This Agreement is made this f/2-d-ay of January, 2023, by and between Waterville Estates Village District, a municipal corporation, with a principal mailing address of 562 Winterbrook Road, Campton, NH 03223 (hereinafter the "District" or "WEVD"), and Waterville Estates Association, a New Hampshire corporation, with a principal mailing address of 562 Winterbrook Road Campton NH, 03223 (hereinafter the "Association" or "WEA"). This Agreement supersedes and replaces, in its entirety, the December 30, 2021 Maintenance and Recreation Management Agreement executed by the District and WEA.

### **AUTHORITY**

This Agreement is entered into under the authority of RSA 35-B.

### **PURPOSE**

The purpose of this Agreement is to formalize the amount of anticipated recreational fees and charges paid by WEA to the District in exchange for WEA's use of District property, for members/owner events and recreational activities, and the provision of member services by WEVD. As outlined below, fees and charges paid by WEA to the District shall be processed in two separate ways. First, a portion of anticipated recreational fees and charges received by the District from WEA shall be deposited into the District's general operation account/general fund. Second, a portion of anticipated recreational fees and charges received by the District from WEA shall be deposited into the District's revolving recreational fund pursuant to RSA 35-B:1 and 35-B:2, II. This Agreement further memorializes the terms and scope of WEA's use of District property relative to the operation of Recreational Activities, Recreational Promotion, the construction of Recreational Capital Improvements, and the maintenance and care of parks and common areas in order to ensure that activities and services provided by the District and financing of those aforementioned items are consistent with RSA 35-B.

### **DEFINITIONS**

The meaning of the following words or phrases used in this document are as described below, unless the context indicates otherwise:

## 2023 Recreation Management Agreement

|                                    |   |
|------------------------------------|---|
| Admission policy:                  | A formal statement outlining the eligibility requirements and application procedures for admission to common areas and recreational facilities of Waterville Estates  |
| Business activities:               | The revenue generated by WEA activities including but not limited to recreational activities.   |
| General Manager:                   | An individual that oversees and coordinates recreational activities on behalf of the District and WEA (as authorized by the District). The General Manager's duties are described in the Job Description identified as Attachment A.  |
| Usage Policy:                      | An enforceable formal code of conduct for all members and guests of "Waterville Estates" while visiting WEVD facilities.<br><br>Management of Recreational Programs.  |
| Recreational Activities:           |   |
| Recreational Capital Improvements: | Improvements, expansions, or updates made to existing facility amenities including but not limited to exercise and weight rooms, saunas, hot tubs, indoor/outdoor furniture, teen room, tennis courts, swimming pools, audio and video systems, snow making equipment, trail systems, ski area lighting, ski area lifts, and ski area equipment and bars and restaurants. |
| Recreational Programs:             | Activities and entertainment that provides benefits to the WEA's members as well as WEVD residents and guests   |
| Recreation Promotion:              | The process involved in operating and maintaining the amenities and recreational facilities within Waterville Estates   |
| Waterville Estates:                | The community of residences and building lots, facilities, and community amenities contained in the Waterville Estates Village District   |
| District Property:                 | All District property owned by the District as municipal property, including recreational property and facilities, and subject to New Hampshire's municipal law requirements.   |

## **2023 Recreation Management Agreement**

### **RECITALS**

The District has been formed pursuant to RSA Chapter 52 as a municipal corporation funded through property taxes for the purpose of funding community services such as the supply of water for domestic purposes (RSA 52:1, I(d)), the maintenance of roads (RSA 52:1, I(m)), the impoundment of water (RSA

52:1, I(d)), the maintenance of facilities and activities for "recreational promotion" (RSA 52:1, I(h)), and the maintenance and care of parks and commons (RSA 52:1, I(g) and (h)).

The District's rights and responsibilities include the following:

- Maintenance of District facilities and District property and management of District facilities and District property.
- Construction of any "recreational capital improvements" and maintenance of District parks and common areas.
- Operating "recreational programs" in accordance with this agreement.
- Ensuring a safe and inviting environment of all common areas consistent with their intended uses, managing safe and legal alcoholic beverage service, and maintaining liquor and food service standards commensurate with licensing for each. All alcohol service shall be performed in a manner compliant with applicable District liquor licenses.
- Exercising universal and unilateral authority to take actions to manage its responsibilities relative to safety and professionalism.
- Provide the necessary personnel and equipment to perform the services required by related to such activities as contractually agreed upon.
- Provide accounting, billing, and clerical services regarding the revolving recreational fund to the Association as contractually agreed upon. The Association was formed as the successor to Waterville Estates developer, Locke Waterville Corporation, and represents all owners of property in "Waterville Estates." In recognition of the fees and charges paid by the Association to the District pursuant to RSA 35-B:1 and 35-B:2, II and described herein, the Association shall maintain the following rights and responsibilities regarding District property as long as this Agreement remains in effect.

The Association's rights and responsibilities include the following:

- Establish, maintain, and enforce a "usage policy" to all recreational facilities falling within the scope of this Agreement.
- Organize, schedule, plan, and administer recreational activities as authorized by WEVD. Cooperate with WEVD regarding recreational activities and help facilitate the organization and administration of recreational activities.
- In consideration of this Agreement, the District and WEA agree that WEA is specifically receiving the right and benefit of planning and participating in recreational programming and activities on behalf of its owners members and guests. These rights include, but are not limited to, WEA's oversight and approval of recreational activities on District property.
- Accept and/or annex new property for use in common by eligible "Waterville Estates" property owners.

## 2023 Recreation Management Agreement

### WEA shall commit no waste on or to District facilities

In consideration of the mutual covenants stated within this document, the parties willingly enter into this Recreation Management Agreement concerning the management and maintenance of Recreational Activities, Recreational Programs, the construction of Recreational Capital Improvements, capital improvements, and the maintenance and care of parks and commons areas pursuant to the terms of this Agreement.

### Duration and Termination

This agreement supersedes all prior agreements between the parties concerning "recreational activities," including but not limited to the Recreation Management Agreement executed by WEA and the District on December 30, 2021.

This Agreement shall be effective January 1, 2023 and shall run to December 31, 2023.

Annual review of the agreement's terms and conditions will be conducted by representatives of the contracting parties starting October 1st of each year. Changes, if any, are to be in written form on the original agreement document or by addendum and to include the names and signatures of the approving representatives. Copies of the updated original agreement or addendum are to be provided to WEVD and WEA.

**Non-appropriation clause:** The District and WEA understand this Agreement contemplates a multi-year agreement subject to the District's municipal budget process. In the event no funds are appropriated for the provisions of this Agreement through the District's Annual Meeting process, this Agreement shall automatically terminate without any further obligations owed to either the District or WEA.

### Insurance

The Association agrees to maintain insurance as well as insurance for Directors' and Officers'. The specifics of required coverage include Liability ISO forms or their equivalent without limiting endorsements, \$1,000,000 CSL, WEVD named as additional insured, volunteers as additional insured and provided by an insurer rated "A" or better by AM Best. Directors and Officers is provided by a "A" or better rated carrier and provides a \$1,000,000 limit. A certificate of insurance evidencing this coverage is to be provided to WEVD on an annual basis and prior to the annual anniversary of this agreement. WEA further agrees to compensate WEVD for the annual cost of insurance for ski operations at Campton Mountain with WEA to be named as additional insured.

### Servicing of Recreational Activities and Business Activities

The District shall supply necessary qualified personnel and equipment in order to provide "recreational activities" agreed upon by the parties on an annual basis, within the limits of the funds made available by the Association.

**Anticipated WEA Quarterly Fees:** As an anticipated recreational fee and charge, WEA shall pay to the District an annual sum of four hundred thousand dollars (\$400,000.00) for the rights and responsibilities provided pursuant to this Agreement (including, but not limited to, WEA's right to participate in the administration of recreational programming). WEA shall make payments quarterly in the amount of one hundred thousand dollars (\$100,000.00) each quarter (hereinafter "WEA Quarterly

## 2023 Recreation Management Agreement

Fee"). WEA's first Quarterly Fee is due on March 31ST 2023. WEA's second Quarterly Fee is due June 30TH 2023. WEA's third Quarterly Fee is due September 30th 2023. WEA's fourth Quarterly Fee is due December 31st 2023. All WEA Quarterly Fees are considered anticipated funds, and shall be deposited into the District's Operating Fund, as authorized through the District's Annual Meeting and budgeting process, to be used for recreational purposes and expenses. The District intends all Quarterly payments made by WEA pursuant to this Agreement to be used for recreational operating expenses as budgeted by the District and approved by District voters at the Annual Meeting.

**WEA Revolving Recreation Fund Payments:** In addition to the WEA Quarterly Payments outlined in Section 3.b of this Agreement, WEA and the District agree WEA shall make a one-time fifty-thousand-dollar (\$50,000.00) payment to the District's revolving recreational fund as a recreational fee and charge pursuant to RSA 35-B:1 and 35-B:2, II for the rights and responsibilities provided pursuant to this Agreement. WEA and the District agree the recreational fund shall further be funded with profits from concessions and other revenue generated as a result of running recreational activities including, but not limited to, daily/day use passes, Campton Mountain ski lift/rope tow tickets, merchandise sales, rental & event proceeds, and miscellaneous front desk revenue. WEA and the District acknowledge and agree that all monies (including the \$50,000 fee received by WEA) deposited into the revolving recreation fund are properly considered District monies, which the District can use 100% of, in its sole discretion, to invoice costs and pay for recreational activities, services, and other obligations as permitted by law.

Recreational expenses to be charged to the revolving recreational fund shall include, but are not limited to, the following:

- All supplies to operate food/beverage (Liquor/food/soda/linens/paper products/condiments etc.)
- All third-party event expenses (ex: linens, paper goods, cleaning and set up fees) for weddings/functions, room rentals etc.
- All bands and entertainment subcontractors
- All sub-contractors including cooks, bartenders, and wait staff
- All ski operation sub-contractors including lift operators and ski patrol

Any surplus funds above \$50,000 created in the Recreation Fund in a given year shall remain in the Recreation Fund to be utilized in the sole discretion of the District for additional costs for providing recreation. The District shall provide WEA with detailed reports each quarter of the Recreation Fund's income and expenses - having reconciled with the bank statements- in order to determine the amount of surplus funds above \$50,000. This accounting or reconciliation shall be provided to WEA on the following dates: March 30th, June 30th, September 30th, and December 15th. Nothing contained herein shall prevent the WEA from making additional funds separate from the fees and payments contemplated in this Agreement, that are available to WEA, to WEVD for Recreational Programs during the fiscal year. However, any additional funds must be administered pursuant to applicable New Hampshire Municipal laws.

### Unforeseen Circumstances:

In the event of unforeseen circumstances, including but not limited to force majeure, fire, earthquake, etc., which render District facilities unavailable for use for recreational activities for more than 30 consecutive days, WEVD shall release WEA from an obligation to pay the remaining WEA Quarterly Fee due that fiscal year, and instead, shall set a minimum fee and charge of \$25,000.00 for the remainder of the period in which the facilities are unavailable to operate recreation. The parties agree

## **2023 Recreation Management Agreement**

that any outstanding invoices for services already rendered, or payment obligations or promises already agreed to, which are not covered by the remaining Rec Fund balance, shall be paid by the Association upon presentation to the Board.

The parties specifically agree that this Agreement does not obligate the District to pay or promise any money in any form, and it does not require the District to raise and appropriate money within the meaning of RSA Chapters 31 and 33 outside of funds raised and appropriated through the District's Annual Meeting process.

On or before October 15, 2023, WEA shall provide a formal program proposal of Recreational Activities together with the description of the events and activities. The format of the proposal should consist of an event calendar and community center operating hours. See attached addendum 8 - anything similar to the exemplar is satisfactory. WEA to provide reasonable notice upon any change or addition to either the event calendar or operating hours. Both WEVD and WEA agree to meet, discuss, and produce a 2024 Recreational Activities schedule.

Monies deposited into the revolving Rec Fund pursuant to this agreement are fees & charges. As such, they are not subject to the Trustee of the Trust Fund process.

On or before November 1, 2023, WEA shall provide a separate formal proposal for Recreational Improvements and capital improvements that includes a corresponding commitment of CIF or WEA funds. Any additional funds must be administered pursuant to applicable New Hampshire Municipal laws. It is the intent of the parties to work together in maintaining, improving, and/or expanding assets and facilities which support recreation.

On or before November 1, 2023, WEVD and WEA will work jointly to forecast expenses for the upcoming year's Recreational Services considering any expected cost increases in salary, benefits, materials, and any chargeable miscellaneous items to allow WEVD and WEA to adequately plan costs related to the ensuing year's recreational programming. WEVD, at its sole discretion, may provide support for recreational services in accordance with NH municipal law.

### **Separate Capital Payments**

All additional payments made with respect to Recreation Capital Improvements shall be paid before project completion dates. Such additional fund payments must be administered pursuant to applicable New Hampshire Municipal laws.

### **WEA Third-Party Requirements**

The parties agree that, in the event WEA intends to hire a contract service or employee(s) to supervise and run Recreational Programming for the Association, the WEA Board must provide the District with a detailed proposal outlining which Recreational Operation duties are going to be assumed by the Association. In no event shall the WEA contract service provider or WEA employee supervise WEVD employees. Upon receipt of said proposal, the District will work diligently with WEA to determine which WEVD staffing changes will be necessary as well as the timing to implement said plan, including moving WEVD employees who are currently paid from the Revolving Rec Fund to the WEA payroll. Working cooperatively, the parties can agree to amend or terminate this Agreement if necessary.

## **2023 Recreation Management Agreement**

### **Books and Records**

WEVD shall oversee maintaining books, accounts, and records that reflect all expenditures incurred in the revolving rec fund. These books, accounts, and records shall be maintained at the WEVD's offices and shall be available for inspection by the Association during regular business hours. At all times, WEVD staff who are assisting WEA are performing their duties as municipal employees. WEVD Employees remain municipal employees while performing recreational services and any WEA administrative/bookkeeping functions. As municipal employees, all WEVD staff are subject to NH municipal law including, but not limited to, RSA Chapter 91-A (Right-To-Know law) and Chapter 31 of the RSA.

### **Remedies**

If WEVD breaches any term of this Agreement, WEA shall give written notice of the breach to WEVD. If WEVD fails to remedy the breach within 30 days of such notice, or if such breach shall have been of a nature that the same could not have been cured within 30 days, and if WEVD shall not have, in good faith, commenced the curing or remedying of such breach, within such 30-day period, WEA may, at its option, terminate this Agreement. Upon termination, WEVD shall return to the Association all unexpended fees and charges which are not encumbered by a contract with a third party or owed to WEVD for services already rendered.

WEA shall timely make each WEA Quarterly-Fee in the amount of \$100,000 to the District's Operating Fund. If WEA fails to timely pay each WEA Quarterly Fee WEA shall be considered in material breach of this Agreement. Thereupon, the WEVD may terminate the provision of services for Recreational Activities until WEA makes the required WEA Quarterly Fee due. If WEA breaches any term of this Agreement, WEVD shall give written notice of the breach to WEA. If WEA fails to remedy the breach within 30 days of such notice, or if such breach shall have been of a nature that the same could not have been cured within 30 days, and if WEA shall not have, in good faith, commenced the curing or remedying of such breach, within such 30-day period, WEVD may, at its option, terminate this Agreement. Upon termination, WEA shall not have any of the rights and responsibilities regarding District property, including programing and access rights, contemplated by this Agreement. Notwithstanding anything to the contrary contained herein, WEVD will not be obligated, by this Agreement, to perform services beyond the amount funded by the WEA.

### **Successors Assigns and Non-Assignability**

This Agreement shall be binding on and inure to the benefit of the successors and assigns of the parties hereto, however, this Agreement may not be assigned by either party without prior written consent.

### **Validity**

This Agreement is understood to comply fully with the laws of the State of New Hampshire relative to Village Districts, and in particular, relative to the authority and duties of the commissioners, and therefore, to the extent any provision of this Agreement in any way may conflict with or breach such laws, such provision shall be null and void.

## **2023 Recreation Management Agreement**

### Severability Clause

Any party, provision, representation or warranty of this Agreement which is prohibited or which is held to be void or unenforceable shall be ineffective to the extent such prohibition or unenforceability without invalidating the remaining provisions thereof. If the invalidity of any part, provision, representation or warranty of this Agreement shall deprive any party of the economic benefit intended to be conferred by this Agreement, the parties shall negotiate, in good faith, to develop a structure the economic effect of which is as close as possible to the economic effect of this Agreement without regarding to such invalidity.

### 18. Notices

Notice to the Association shall be in writing to the President of the WEA Board of Directors.

Notice to WEVD shall be to the Commissioners of WEVD and the WEVD General Manager.

# **2023 Recreation Management Agreement**

## **ATTACHMENTS**

### **Attachment A**

#### **GENERAL MANAGER Waterville Estates Village District**

##### **JOB SUMMARY**

The Waterville Estates Village District General Manager (hereinafter General Manager) is responsible for carrying out the direction of the Waterville Estates Village District Commissioners (hereinafter Commissioners) to plan, direct, and coordinate the operations of Waterville Estates Village District (hereinafter WEVD). This position does not function as a manager as outlined in RSA 37, but as an administrator at the direction of the Commissioners. Duties and responsibilities include implementing policies and procedures and suggesting changes, managing daily operations, and planning the use of materials and staff, in accordance with all applicable local, state and federal laws and Commission policies, and anticipating problems and recommending policies to deal with them. Under the direction of the Commissioners, manages the agreements with the Waterville Estates Association (hereinafter Association).

##### **DUTIES AND ESSENTIAL JOB FUNCTIONS**

- Implements general policies established by the District Commissioners and directs their administration and execution.
- Plans, develops and recommends specific operational policies, programs, procedures and methods in concert with Commission-approved policies including the personnel policy and purchasing policy
- Coordinates the development of long-range plans including capital expenditures.
- Supervise all staff employed by WEVD including those doing work for the Association and those paid by the Revolving Recreation Fund.
- Stays current with relevant trends and developments.
- Coordinates development of operating and capital budgets, including construction, alterations, maintenance, materials, supplies, and equipment regularly monitors financial statements and manages cash flow and establishes controls to safeguard funds.

## **2023 Recreation Management Agreement**

Reviews income and costs relative to goals; takes corrective action as necessary. (within policy guidelines).

- Attends meetings of the Commission and as requested of the Commission meetings of the planning board, advisory committees and the Association Board of Directors.
- Serves as liaison between all management staff and the Commission. As directed by the Commission and in keeping with agreements between the Commissioners and Association the revolving recreation staff and WEVD staff doing work for the Association.
- Prepares reports and other support material for the Commission.
- Negotiates and recommends Commission approval for contracts.
- Maintains relations with police, fire, liquor control board, health department and other governmental agencies.
- Handles emergencies such as fires, accidents and breaches of security or house rules promptly and in person. Emphasizes prevention through training, inspection and preventive enforcement.
- At the request of the Commissioners ensure staff properly post meetings, provide space, documentary support and technology for the meetings and ensure minutes are properly posted, saved and made available under RSA 91-A.
- Gives direction to and works closely with vendors, outside contractors, firms and individuals providing services to the District.
- Responsible for maintaining safe facilities and good risk management practices.
- Performs other duties as directed by the Commission in keeping with a managerial position.

### **KNOWLEDGE, SKILLS AND ABILITIES**

The following is a representative list of desired skills and abilities, however the absence of some will not exclude a candidate from consideration. The Ideal Candidate will have these:

- Understanding of governmental accounting practices with emphasis on General Ledger, Accounts Payable, Budget preparation, audits, and QuickBooks or other financial software.
- Excellent written and oral communication
- Strong computer skills including expertise in Word, Excel, PowerPoint website management, and ability to implement good computer policy and procedures.
- Understanding of community water supply systems.

## 2023 Recreation Management Agreement

- Understanding road summer and winter maintenance including care and operation of highway equipment.
- Knowledge of the legal constraints/authorities of Village Districts
- Flexibility in responding courteously to needs of staff, board members and owners; ability to establish priorities and maintain productivity despite numerous interruptions
- Cultural sensitivity and ability to relate well and effectively in diverse workplace with a diverse client population
- Good Risk Management including safety consciousness for facilities and staff
- Experience managing recreation programs including pools, gym and ski area.

### QUALIFICATIONS -LICENSES

#### Minimum

- Degree in Business Management, Public Administration, Accounting and five years of managerial experience or equivalent
- Motor

Vehicle Operator's  
license Desired upon  
hire or ability to  
obtain after hire.

- Pool and water testing certification
- Completion of NH Liquor Commission T.I.P.S. course

## Attachment B



# Waterville Estates Association

## Annual Operating Schedule by Facility

### Community Center:

#### Inside Facilities:

- Open Daily
- Monday - Thursday: 10:00am - 8:00pm
- Friday & Saturday: 10:00am - 10:00pm
- Sunday: 10:00am - 8:00pm
- closed Thanksgiving, Christmas, Easter
- Includes all amenities

## 2023 Recreation Management Agreement

- Mountain View Pub
- no food

service except for

special events Outside

Facilities:

- Open Daily - Memorial Day weekend through Columbus Day
- Pools & Hot Tub
- Basketball, Racket Courts, Volleyball Court, Pond Beach
- *same hours as above*

Food & Beverage Operations (Summit Lounge & Poolside):

- Memorial Day weekend (*limited menu*)
- Fourth week of June through Labor Day weekend
- Friday, Saturday, Sunday (*same hours as above*)

Special Events

- Various special activities coordinated with staff (ie fireworks, outback BBQ, band at pavilion, etc) between Memorial Day and Labor Day

Campton Mountain:

Ski Operations & Lodge (*snow & weather dependent*):

- Mid-December through March:
- Friday night 5:00pm - 10:00pm
- Saturday Day 11:00am - 4:00pm (*ski lodge stays open 4:00pm-5:00pm*)

## 2023 Recreation Management Agreement

- Saturday Night 5:00pm -10:00pm
- Sunday Day 11:00am - 4:00pm
- Holiday & Vacation Periods:
  - Christmas Vacation week: Monday through Friday day and night
  - MLK Weekend: regular schedule plus Sunday night and Monday day
  - Mass Vacation week: Monday through Friday day and night
  - NH Vacation week: Wednesday, Thursday & Friday day and night

### Ski Lodge Additional Openings

- Pre-Season - November to mid-December
- Friday & Saturday evenings 5:00pm to 10:00pm
- If ski lifts are not running during ski season due to weather or lack of snow, the lodge will be open evenings only 5:00pm to 10:00pm.

### Special Events

- New Year's Eve
  - Ski Lodge
- Mass Vacation Week
  - Activities, ski lodge bands
  - Ski Race - Campton Mtn
- Cardboard Box Derby - Campton Mtn
- Memorial Day Weekend
  - Activities, poolside bands
- 4th of July
  - Activities, poolside band, gazebo band & fireworks
- Comedy Night
- Labor Day Weekend
  - Activities, poolside band
- Christmas Vacation Week
  - Activities, ski lodge bands

*All dates and times subject to change due to weather and unpredictable situations, at the discretion of the WEA Board of Directors.*

## **2023 Recreation Management Agreement**

# **APPENDICIES**

## **TITLE III TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES**

### **CHAPTER 35-B PUBLIC RECREATION AND PARKS**

#### **Section 35-B:1**

**35-B:1 Establishment and Management.**-Any town, city, county, village district or school district acting through its governing body, may either independently or in conjunction with the United States, the state of New Hampshire, or any other political subdivision acquire land within or without its jurisdiction by gift, purchase or lease, for a public recreation and park area and may prepare, equip, and maintain said land for said purpose. Said town, city, county or district may establish a system of reasonable fees and charges thereon; may conduct and promote leisure-time activities thereon. In connection therewith, any such town, city, county, or district may construct, reconstruct, equip, operate, and maintain any recreation building or recreation support facility; and may employ an administrative officer and such other persons as it deems necessary to carry out the provisions of this chapter. Any town, city, county or district shall have the power to jointly enter into any contract with any organization or organizations for the purpose of conducting leisure-time programs, acquiring recreational lands or facilities, or exercising any other power granted by this chapter.

**Source.** 1979, 185:1, eff. Aug. 5, 1979.

### **CHAPTER 35-B PUBLIC RECREATION AND PARKS**

#### **Section 35-B:2**

##### **35-B:2 Tax and Appropriations. -**

Any town, city, county, village district or school district may raise annually revenues and appropriate funds for the purpose described in RSA 35-B:1 and also may raise such sums when the land upon which such activities are conducted belongs to or is leased by the state.

## **2023 Recreation Management Agreement**

The money necessary to pay for lands or other recreation purposes described in RSA 35-B:1 may be raised and appropriated by the board or body having control over the finances of a political subdivision by the following methods:

I. General taxation, as other taxes are raised and levied or by the issuance of temporary loan bonds or by the issuance of permanent bonds to the extent, and with the authority authorized by existing law.

II. By fees and charges for recreation park services and facilities. All revenue from such fees and charges may be deposited into a special fund established for such purposes pursuant to RSA 31:95-c, or into a recreation revolving fund established by vote of the legislative body. If such a recreation revolving fund is created, the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the political subdivision's general surplus. The treasurer of the political subdivision shall have custody of all moneys in such fund, and shall pay out the same only upon order of the recreation or park commission, or other board or body designated by the local legislative body at the time the fund is created. Such funds may be expended only for the purposes of this chapter, and no expenditure shall be made in such a way as to require the expenditure of, or create a liability upon, other town funds which have not been appropriated to that purpose. If such recreation revolving fund is rescinded by vote of the legislative body, any remaining amounts in the fund shall become part of the general fund accumulated surplus.

**Source.** 1979, 185:1. 1993, 161:1, eff. July 23, 1993. 2012, 181:3, eff. Aug. 10, 2012.

### **CHAPT52 VILLAGE DISTRICTS**

#### **Section 52:1**

##### **52:1 Establishment.-**

I. Upon the petition of 10 or more voters, persons domiciled in any village situated in one or more towns, the selectmen of the town or towns shall fix, by suitable boundaries, a district including such parts of the town or towns as may seem convenient, for any of the following purposes:

- (a) The extinguishment of fires;
- (b) The lighting or sprinkling of streets;
- (c) The planting and care for shade and ornamental trees;
- (d) The supply of water for domestic and fire purposes, which may include the protection of sources of supply;
- (e) The construction and maintenance of sidewalks and main drains or common sewers;
- (t) The construction, operation, and maintenance of sewage and waste treatment plants;
- (g) The construction, maintenance, and care of parks or commons;
- (h) The maintenance of activities for recreational promotion;
- (i) The construction or purchase and maintenance of a municipal lighting plant;
- G) The control of pollen, insects, and pests;
- (k) The impoundment of water;
- (l) The appointing and employment of watchmen and police officers;
- (m) The layout, acceptance, construction, and maintenance of roads; and
- (n) The maintenance of ambulance services.

II. The voters who are domiciled in any village shall cause a record of the petition,

## **2023 Recreation Management Agreement**

pursuant to paragraph I, and their proceedings thereon to be recorded in the records of the towns in which the district is situate.

**Source.** 1849, 852:1. CS 116:1. GS 97:1. GL 107:1. 1889, 82:1. PS 53:1. 1909, 27:1. 1911, 5:1. PL 57:1. 1939, 108:1. RL 70:1. RSA 52:1. 1957, 179:1. 1961, 120:3. 1975, 13:l; 455:1. 1977, 154:1. 1981, 375:l. 2003, 289:14, eff. Sept. 1, 2003.



**New Hampshire**  
Department of  
Revenue  
Administration

**2022**  
**\$20.01**

## Tax Rate Breakdown Thornton

| Municipal Tax Rate Calculation |                    |               |                |
|--------------------------------|--------------------|---------------|----------------|
| Jurisdiction                   | Tax Effort         | Valuation     | Tax Rate       |
| Municipal                      | \$1,915,410        | \$453,904,643 | <b>\$4.23</b>  |
| County                         | \$722,438          | \$453,904,643 | <b>\$1.59</b>  |
| Local Education                | \$5,866,560        | \$453,904,643 | <b>\$12.92</b> |
| State Education                | \$566,910          | \$444,995,943 | <b>\$1.27</b>  |
| <b>Total</b>                   | <b>\$9,071,318</b> |               | <b>\$20.01</b> |

| Village Tax Rate Calculation |                  |              |                |
|------------------------------|------------------|--------------|----------------|
| Jurisdiction                 | Tax Effort       | Valuation    | Tax Rate       |
| Waterville Estates           | \$390,209        | \$30,225,292 | <b>\$12.91</b> |
| <b>Total</b>                 | <b>\$390,209</b> |              | <b>\$12.91</b> |

| Tax Commitment Calculation    |             |
|-------------------------------|-------------|
| Total Municipal Tax Effort    | \$9,071,318 |
| War Service Credits           | (\$98,000)  |
| Village District Tax Effort   | \$390,209   |
| Total Property Tax Commitment | \$9,363,527 |

11/8/2022

Sam Greene  
Director of Municipal and Property Division  
New Hampshire Department of Revenue  
Administration



**New Hampshire**  
Department of  
Revenue  
Administration

**2022**  
**\$25.27**

## Tax Rate Breakdown Campton

| Municipal Tax Rate Calculation |                     |               |                |
|--------------------------------|---------------------|---------------|----------------|
| Jurisdiction                   | Tax Effort          | Valuation     | Tax Rate       |
| Municipal                      | \$2,816,956         | \$450,010,782 | <b>\$6.25</b>  |
| County                         | \$884,442           | \$450,010,782 | <b>\$1.97</b>  |
| Local Education                | \$7,082,227         | \$450,010,782 | <b>\$15.74</b> |
| State Education                | \$570,475           | \$436,520,282 | <b>\$1.31</b>  |
| <b>Total</b>                   | <b>\$11,354,100</b> |               | <b>\$25.27</b> |

| Village Tax Rate Calculation |                    |              |                |
|------------------------------|--------------------|--------------|----------------|
| Jurisdiction                 | Tax Effort         | Valuation    | Tax Rate       |
| Campton Village              | \$86,669           | \$56,646,166 | <b>\$1.53</b>  |
| Waterville Estates           | \$1,229,625        | \$74,794,694 | <b>\$16.44</b> |
| <b>Total</b>                 | <b>\$1,316,294</b> |              | <b>\$17.97</b> |

| Tax Commitment Calculation    |              |
|-------------------------------|--------------|
| Total Municipal Tax Effort    | \$11,354,100 |
| War Service Credits           | (\$128,500)  |
| Village District Tax Effort   | \$1,316,294  |
| Total Property Tax Commitment | \$12,541,894 |

11/21/2022

Sam Greene  
Director of Municipal and Property Division  
New Hampshire Department of Revenue  
Administration

Waterville Estates Village District  
Employee 2022 Gross Pay  
60 Employees

| Employee             | Department                | Gross Pay    |
|----------------------|---------------------------|--------------|
| Ahern, Nicholas      | Event staff               | \$647.00     |
| Archer, Ian          | Building Maint.           | \$7426.77    |
| Avery, Ryan          | Road Maint. and grooming  | \$1062.60    |
| Baert, Stephen       | Roads/Water Dept. Head    | \$78,638.76  |
| Ballou, Amy          | Front Desk                | \$3923.01    |
| Banville, Samantha   | Bar Admin.                | \$12, 656.38 |
| Beard, Ron           | General Manager           | \$42,836.58  |
| Bell, Andrew         | Ski Patrol                | \$1,126.03   |
| Benton, Kale         | Ski Lodge kitchen         | \$838.08     |
| Bilotti, Christopher | Ski Lodge Bartender       | \$16,076.07  |
| Boulukos, Thanos     | Ski Lifty/Building Maint. | \$1,538.11   |
| Brookner, Linda      | WEVD Admin                | \$13,009.07  |
| Bryson, Allen        | Roads                     | \$4693.83    |
| Costa, Dave          | Lift Maint.               | \$1430.00    |
| Cox, Thomas          | Front Desk                | \$6893.12    |
| Daughen, Alexis      | Ski Bartender/Event bar   | \$6122.27    |
| Demers, Benjamin     | Custodian                 | \$31,818.31  |
| Demers, Nancy        | Front Desk                | \$1184.34    |
| Diefenbach, Rob      | Treasurer                 | \$1,000      |
| Duffield, Thomas     | Ski Patrol                | \$1,391.00   |
| Duffy, Tracy         | Kitchen Manager           | \$49,743.90  |
| Gadbois, Maddie      | Event Staff               | \$148.74     |
| Geldermann, Maura    | Front Desk/Admin. Assist. | \$8,297.29   |
| Gibney, Peter        | Ski Lifty/Build Maint.    | \$786.23     |
| Gray, Nina           | Ski Patrol                | \$1,083.28   |
| Hart, Emaline        | Ski lodge bartender       | \$4004.91    |
| Hershey, Erin        | Admin/Rec fund            | \$25,670.52  |
| Hewes, Wayne         | Building Maintenance      | \$50,471.06  |
| Hussey, Kayle        | Ski lodge bartender       | \$1,779.35   |
| Kennedy, Zachary     | Building Maintenance      | \$36,663.82  |
| King, Shaelyn        | Front Desk                | \$3,006.90   |
| Kinney, Judy         | Assist. GM                | \$90,387.01  |
| Lappeitito, Ryan     | Ski Lodge Kitchen         | \$1,442.34   |
| Lindblom, Patricia   | WEVD Admin.               | \$7,622.67   |
| MacDonald, Ryan      | Custodian                 | \$38, 080.69 |
| MacKay, Bruce        | Ski lodge/Event bartender | \$1, 275.01  |
| Masters, Isaac       | Roads                     | \$18, 698.90 |

|                    |                             |              |
|--------------------|-----------------------------|--------------|
| Mauchly, Noah      | Front Desk                  | \$2, 823.23  |
| Middlemiss, Noah   | Kitchen help                | \$1, 177.86  |
| Moses, Tanya       | Front Desk Supervisor/Event | \$21, 907.06 |
| Nau-McCrea, Carter | Ski Bartender               | \$1, 497.89  |
| Nicodemus, Malachi | Ski Lodge Maint.            | \$1, 179.87  |
| Oldmixon, Jaime    | Ski Lift Manager            | \$10, 189.31 |
| Panuczak, Gerry    | Commissioner                | \$600.00     |
| Patti, Gabriella   | Front Desk                  | \$697.00     |
| Patti, Maureen     | Commissioner                | \$600.00     |
| Pelchat, Ruth      | Custodian                   | \$1, 924.11  |
| Pelchat, Shawn     | Building Maint.             | \$74, 691.74 |
| Rivers, Melissa    | Event Bar                   | \$466.69     |
| Royea, Tiffany     | Admin/Bar                   | \$56, 394.76 |
| Ryszczyk, Jason    | Building Maint.             | \$2,221.88   |
| Smith, Allison     | Municipal Admin.            | \$47,586.70  |
| Smith, Kelly       | Kitchen                     | \$142.67     |
| Smith, Matt        | Moderator                   | \$600.00     |
| Snegach, Alvina    | Minute Taker                | \$500.00     |
| Spinney, Dave      | Commissioner                | \$600.00     |
| Tewksbury, Cayden  | Kitchen/Ski Lodge Kitchen   | \$8,646.58   |
| Tewksbury, Jasmine | Ski Lodge Bar               | \$7, 857.92  |
| Timms, Ryan        | Clerk                       | \$500.00     |
| Tole, Erin         | Lifty/front desk            | \$107.01     |
| Tole, Terri        | Front Desk Supervisor       | \$25, 501.47 |
| Toolin, Cheryl     | Front Desk                  | \$16, 141.60 |
| Toolin, Kelsey     | Custodian                   | \$10, 633.05 |
| Vangel, Matthew    | Ski Lodge Bartender         | \$392.41     |
| Varano, Cooper     | Building Maint./Ski Lifty   | \$1, 148.02  |
| Welsh, Brandon     | Event Staff                 | \$148.12     |
| Wilson, Samuel     | Ski Lifty                   | \$289.33     |

*THIRD PLACE WINNER  
OF THE SECOND ANNUAL PHOTO CONTEST*



*DENISE BUJARSKI*  
11-2 CAREY DRIVE

Scan QR code with your phone  
to get to the WEVD website



**WATERVILLE ESTATES  
VILLAGE DISTRICT  
ANNUAL REPORT  
2022**



*ADAM FIELD  
231 SNOWOOD RD*

*SECOND PLACE WINNER  
OF THE SECOND ANNUAL PHOTO CONTEST*

[waterville-estatesnh.gov/](http://waterville-estatesnh.gov/)

