**WATERVILLE ESTATES VILLAGE DISTRICT**

**January 11, 2020 APPROVED MEETING MINUTES**

**Approved as presented on January 18, 2020.**

**Attendees:** Judy Kinney, Matt Smith, Sean Tole, Andy Griffiths, Art Marks, Corey Smith, Karen Waters

**Guests:** Lenny Imbracsio, Ned McElroy, Becky McElroy, Chris Fagas, Frank Marshall, Pat Bagge, Harry Bertino, Karen Waters, Steve Waters, Sean Slattery, Ross Bouchard, Susan Alessardri, Libby Griffiths, Sue Hering, Mike Hering, Jim Murphy, Ross Bouchard, David Ketcham, Bobbi Ketcham, Scott Ivers, rick LeBlanc, Andrea Canfeild, Mark Canfield, Chris Bemardi, Courtney Germani, Erich Kikel, Madhavi Challagulla, Ed Culver

**Called to order:** Mr. Marks at 9:05 AM

**Nomination of Treasurer:** Mr. Griffiths made a motion to appoint Karen Waters as Village District Treasurer\, Mr. Tole seconded, motion passed unanimously.

**Review and approval of Meeting Minutes:** Mr. Tole made a motion to accept the meeting minutes of December 6, 2019 with no amendments, Mr. Griffiths second, motion passed unanimously.

**Treasurer Report:**

**Operating Accounts Balance:** Northway $69,376.22
MVSB $257,488.42
Total $326,864.64

**Water Department Balance:** Northway $24,948.02

**Rec. Fund Account Balance:** Northway 80,191.31

**Friends of Campton Mt. Balance:** Northway $37,477.24

**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, $985,422, $33,412.72. Campton, 2016, $985,552, $8,302.83. Campton, 2017, $976,757, $1,014.29. Campton, 2018, $1,069,955, $33,772.90. Campton, 2019, $1,124,327, $615570.84. Thornton, 2016, $290,944 , $1,426, Thornton, 2017, $299,741, $0. Thornton, 2018, $324,690, $3,441.83. Thornton, 2019, $ 360,718, $324,144.

**Water Fee Delinquencies:** $4,833.30 is the current open balance. Some of the accounts on the report have been settled between the printing of the handout and the meeting.

**Manager's Report:**

**Water System Master Planning:** Mr. C. Smith. Reported that developing the master plan is progressing. Indicated the written information we have is being documented in GIS so we have a good record of current conditions. Reported that the data recording problem violation has been corrected and if we test for 12 months and find no bacteria, we can come off the current 4 log procedure (chlorine requirements).

**Water System Leakage:** Mr. C. Smith reported that a consultant has been contacted to come in and

evaluate piping our piping infrastructure.

**Water System Electrical Upgrades at the Ski Bowl:** Mr. Griffiths motioned to include Mr. McElroy's letter in the minutes, Mr. Tole seconded, Motion passed unanimously. Commissioners will review the letter and respond on the record. Mr. C. Smith asked for direction on how to proceed. Trench is dug, pipe is in, trench is backfilled. **Mr. Griffiths, Mr. McElroy, Mr. C. Smith, and Lee Carroll will work together to revise last month's plan should Mr. McElroy's findings be upheld by Mr. Carroll.**

**Water System PFOA:** Mr. C. Smith reported PFOA (Teflon) testing is no longer required. Testing is estimated at $500. Mr. C. Smith recommends we test anyway. Mr. Marks recommends against at this time. Mr. Tole recommends waiting for more guidance from the State of New Hampshire. Mr. Kikel had experience with PFOA from Newburgh NY who had 1100 parts per trillion. The solution in Newburgh was to connect to a new water supply. Acceptable Federal level is 70 parts per trillion. **All the commissioners feel we need to do more research before we test and will keep the item on the agenda.**

**Roads and Paving:** Mr. C. Smith reported that we have a contract to lock in last summer's uncompleted paving projects at last year's pricing for this coming summer.

**Rec Center Kids Arcade and Fitness Room:** Mr. C. Smith reported that upgrades have been completed and the feedback is good.

**Rec Center Heating System:** Mr. C. Smith reported on the burst pipe and expansion tank repair. Mr. M. Smith commented that an air vent needs to be installed in the horizontal line right at the tank. Mr. M. Smith asked that the commissioners write a letter of thanks to Emerson-Swan Inc. commending the service of Steve Babin and Andy. Mr. Tole asked if we have done an analysis on the state of the heating system. Ms. McElroy asked about persistent leaks in the gym ceiling. Mr. C. Smith stated that the historical ceiling moisture has been ductwork condensation.

**Rec Center Electrical Problem:** Mr. C. Smith reported on a short in the lady's locker room that filled the area with smoke on New Year's. The problem has been identified as the sauna electric heater.

**Rec Center Volunteerism:** Maxine Coyle and others volunteered for a teen New Year's Eve activity and Mr. C. Smith wanted to thank them.

**Ski Area Updates:** Mr. C. Smith, reported that all infrastructure testing is completed and we passed. Not sure we can open quickly as we may not be able to find staff. Ms. Germani asked if we could have a volunteer list of people that could get the ski area open with reduced staffing. Mr. C. Smith said the rope tow is not complicated but the lift is. He said, that rope tow training could be an hour and lift evacuation training would be 4-5 hours.

**Ski Area WEA BOD:** Mr. Hering asked if the BOD could submit a request to the commissioners and have it be included in the public record. Mr. Marks stated the commissioners needed to see it first. After review, the commissioners allowed it. It read as follows. *In light of the Positive Support of the Snowmaking Petition from Homeowners, and the State of the Water System Report I heard at the December 6th, 2019 WEVD Commissioners Meeting where the PhD and PE Water Experts responsible for our water system clearly stated there was no impact last year on our community's domestic water system from snowmaking, I would like to make a motion that we request at this Saturday's WEVD Meeting that the WEVD Commission allows us to use domestic water for snowmaking annually. "The*

*Friends of Campton Mountain" will pay for the water at a rate to be determined through the water distribution and treatment portion of the water budget, with the gallons to be verified by actual meter reading of consumption by the Fan Gun. Electric consumption by the Fan Gun will also be reimbursed by the "Friends of Campton Mountain" account, at the calculated electrical usage charge for that season.* Mr. Hering stated that the motion passed unanimously. Mr. M Smith pointed out that because the FOCM funds rest with the district, the district is the fiduciary, and only they can authorize disbursements from the fund. Discussions of the pros and cons of the effects of snowmaking were discussed by the assembled guests. Mr. Bouchard asked if any there are any DES permitting requirements, Mr. C. Smith stated there are not. Mr. M. Smith asked that we get something from DES in writing. Mr. C Smith said he would. Mr. Bertino questioned the ability to make snow with warm temps and rain. Mr. Hering stated that revenue is down 21% from last year. Mr. McElroy suggested that it rained Christmas week and that could have been the reason. Ms. Germani expressed concerns about what would happen to home values if the ski area closed. Mr. O'Hare shared his experiences with weather monitoring and his research on the impact of weather on snowmaking and stated that even in warmer winters because of the orientation of the ski hill, it had great snow retention. Mr. Tole has stated he has a report from McIntyre, Mr. Bertino asked for data from McIntyre. Mr. McElroy stated that we asked for a financial impact study and have still not seen one. Mr. Bouchard brought up the blended financial analysis that was discussed at the August 2, 2019 public hearing. Mr. Marks used the weddings to point out that when there is no revenue from an activity the overhead expenses still have to be covered. Mr. Marshall stated that our amenity model is not self-sustaining and we need to find more revenue streams like snowmaking and management of community rentals. Mr. Culver supported the concept of being involved in community rentals. Mr. McElroy indicated that we need a long-term plan that we can evaluate short tern desires against. Mr. M. Smith pointed out that WEVD used to pay WEA to manage the community and in 2006 it flipped. Mr. C, Smith stated that the FOCM golf tournament proceeds are part of the Recreation Revolving Fund. Mr. Tole cited that Town of Henniker has set up funds to support the notion the WEVD could have a FOCM fund. Mr. M. Smith asked if FOCM was started by Mike Mahoney, and this was confirmed by Mr. C. Smith, Ms. Kinney, and Mr. Marks. Mr. Hering stated that costs of services are reimbursed to village. Mr. Bouchard asked if the gun would be gifted to the district. Mr. M. Smith noted that the transfer of capital improvements from the association to the district are covered in the Recreation Management Agreement Part 2 sections c through h. Mr. Tole made a motion to approve the use of water and electricity for snow making, that it be paid for by FOCM, that WEVD not accept ownership of the snow gun from WEA at this time, that the gun only be used at lowest demand times, and that is approval was only for the remainder of the 2020 ski season. Mr. Marks seconded. Mr. Griffiths stated he supports the area currently under consideration for snowmaking, but he expressed concern that he could not overrule the will of the registered voters expressed in the amendment of warrant article 3 from WEVD's 2019 spring annual meeting. Mr. Tole asked Mr. McElroy for his electrical concerns, Mr. McElroy stated that rushing the installation before finishing the water system master plan, was not a good investment as we may spend too much or we may have to spend again if the master plan shows we need more. Mr. Tole asked if we could provide power from the diesel generator. Mr. McElroy expressed code concerns for that use as well. Mr. Marks stated that the motion would have his support if the WEA BOD agrees to pay for the costs of the electrical upgrades that were over and above what is required for code from the CIF. Mr. Bertino asked if the upgrades allow for the water pumps to stay on when the snowmaking is on, the commissioners stated it would. The motion was voted and passed with a majority vote with Mr. Griffiths voting no and Mr. Marks and Tole voting yes with the caveat about the costs of snow making related upgrades coming from the CIF.

**Financials:**

**District Operations:** Mr. C. Smith. Stated we have money to add the surplus. Reported that we are $230k under budget but still need to pay for already appropriated projects estimated as $123k. Ms. Kinney brought up an excel spreadsheet with the proposed village district budget for 2020 currently at $1.7 million.

**Water Department:** Ms. Kinney brought up an excel spreadsheet with the proposed water budget for 2020 currently at $231k.

**Rec. Fund:** Ms. Kinney brought up an excel spreadsheet with the proposed recreation fund budget for 2020 and reported that income minus expense is budgeted to leave a $12k surplus.

**New Business:**

**Matt Smith:** Mr. M. Smith requested that we establish a records committee which he would chair. Mr. Griffiths made a motion to accept this proposal, Mr. Tole seconded, motion passed unanimously. Mr. M. Smith stated that he had the statute for records retention and would begin organizing the village records. Mr. M. Smith stated that he would set record aside that were beyond their retention schedule and that we should allow 30 days for anyone to review. He stated that he would separate out documents that were exempt from "Right to Know", like legal advice to the village district and turn over to the commissioners through the general manager so they could store or destroy as allowed by statute.

**Old Business:**

**Reserve Advisors:** Mr. Bouchard asked when we would have the report from Reserve Advisors, Mr. C. Smith stated we would have it in a few weeks.

**Guest Business:**

**Insurance and Liabilities:** Ms. Maier expressed concern about whether employees bringing children to work is covered in our insurance. She stated that an employee's child was not supervised at 10 pm at night and was creating a nuisance by playing under the table Ms. Maier was seated at, with other children. She states she asked the child to leave and later the employee confronted her and criticized her for directing her child. She also expressed concern about children in proximity to alcohol at the ski lodge. Mr. C. Smith stated that we have coverage for liability associated with our liquor license. We have staff monitoring the areas where alcohol is served. Ms. McElroy suggested this is a security concern. Mr. Tole stated that all residents should be aware of improper behavior and speak up. Mr. Culver stated that eating areas must be separated with an area where children are not allowed.

**State and US Flags:** Mr. Bertino suggested we need to have New Hampshire and US flags on display during public meetings per statute and that we have them in the building. The commissioners agreed that we should display them during meetings.

**Set next meeting:** Saturday, January 18th, 2020, 8:00 AM.

**Executive Session:** Mr. Tole motioned to enter executive session at 12:27 PM to matters affecting reputation. Mr. Griffiths seconded and the motion passed unanimously.

**Adjournment:** Mr. Tole motioned to adjourn the meeting, Mr. Griffiths seconded, and the motion passed unanimously at 12:50 PM.