WEVD COMMISSION MEETING
AGENDA

Wednesday, May 4, 2022, at 6 p.m.
Community Center, 562 Winterbrook Rd., Campton, 03223
with Zoom access

1. Call to order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Treasurer's Report
5. Interim GM's Report
6. Committee / Board Reports:
    a. Planning Board
    b. Water & Roads
    c. Outdoor Courts
    d. ADA Accessibility
    e. Records
7. CONSENT CALENDAR
    a. Manifests
    b. Committee/Board reports
8. GENERAL CALENDAR ITEMS
    a. Matching CIF on change orders for tennis courts?
    b. Mission Statement
    c. Retaining District Counsel or going out to bids?
9. Upcoming Public Hearing re: Amendment to Reflect Adopted Water Rates & Modification of Hook Up Fee and Meeting: **May 18, 2022 @ 4 p.m.**
10. Public Comment Period
11. Signing of previously approved minutes, policies, and/or procedures
12. Non-Public Session
13. Adjourn Meeting

WEVD COMMISSIONER MEETING PROCEDURES

1. THE COMMISSIONERS WILL POST AN AGENDA AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO HOLDING MEETINGS. EMERGENCY MEETINGS ARE EXEMPT.

2. A MEMBER OF THE PUBLIC MAY REQUEST ITEMS TO BE PLACED ON THE AGENDA.

A. REQUEST MUST BE MADE TO BOTH THE GENERAL MANAGER AND ASSISTANT GENERAL MANAGER AT LEAST 10 DAYS PRIOR TO A SCHEDULED MEETING.
B. THE REQUEST MUST CONTAIN THE SUBJECT MATER OF THE REQUEST.
C. THE FINAL DECISIOAN TO ALLOW REQUESTS FROM THE PUBLIC RESIDES WITH THE COMMISSION.

3. THE COMMISSION MAY ASK FOR A REPRESENTATIVE FROM THE WATERVILLE ESTATES ASSOCIATION BOARD OF DIRECTORS TO SPEAK REGARDING WEA ACTIVITIES, CONCERNS, ETC.

4. RECORDING A MEETING OF THE PUBLIC BODY IS ALLOWED. VIDEO EQUIPMENT WILL BE ALLOWED AT THE MEETING SITE AND WILL BE PLACED AT LOCATIONS DESIGNATED BY THE COMMISSION.

5. ZOOM OR OTHER REMOTE ACCESS / ELECTRONIC PLATFORM ACCESS WILL BE PROVIDED FOR COMMISSION MEETINGS. A LINK OR MEETING INFORMATION TO GAIN ACCESS WILL BE INCLUDED IN MEETING NOTICES. FAILURE TO BROADCAST WILL NOT BE GROUNDS FOR CANCELLING A COMMISSION MEETING.

6. NO MEETING ADMINISTRATOR OR OTHER PERMISSION WILL BE REQUIRED FOR REMOTE RECORDINGS OF PUBLIC SESSIONS OF COMMISSIONER MEETINGS THROUGH ZOOM OR ANY OTHER PLATFORM UTILIZED BY THE COMMISSION.

7. ANY ATTENDEE WILL BE GRANTED UP TO THREE (3) MINUTES TO MAKE A STATEMENT AT THE END OF THE MEETING ON WEVD MATTERS. TOTAL TIME FOR PUBLIC COMMENT WILL BE LIMITED TO 15 MINUTES.

8. THE COMMISSIONERS RESERVE THE RIGHT TO ALLOW EXCEPTIONS TO THIS POLICY.

Waterville Estates Village District
Treasurer Report May 2, 2022

Bank Balances 5/2/2022		
Northway Bank	**Per Bank**	**Per QckBks**
WEVD Op Acct	$24,067	$7,222
Water Dept	$29,610	$29,783
Rec Fund	$61,362	$26,864
Friends of Campton Mtn	$15,130	$20,904
Meredith Village Savings	**$130,168**	**$84,772**
WEVD Op Holding Acct	$1,123,463	$1,123,463
	$1,253,632	**$1,208,236**

unable to sign into MVSB, used Quickbooks number for bank

Tax Summary	Totals	Paid 2021/22	Due	Interest	
		$2,463,214	$121,527	$46,549	100.0%

Campton

	Billed	Paid	Paid 2021/22	Due	Interest Recd	% of Due
2021	$1,081,446	$1,075,200	$1,075,200	$6,246	$1,051	5.1%
2020	$1,126,745	$1,111,566	$553,993	$15,179	$2,339	12.5%
2019	$1,124,327	$1,117,597	$10,395	$6,730	$3,971	5.5%
2018	$1,069,955	$1,046,217	$5,713	$23,738	$12,842	19.5%
2017	$976,757	$976,765	$0	-$8	$1,334	0.0%
2016	$985,552	$978,357	$1,109	$7,195	$8,317	5.9%
2015	$985,422	$953,340	$1,331	$32,082	$7,711	26.4%
	$7,350,204	**$7,259,043**	**$1,647,740**	**$91,161**	**$37,565**	**75.0%**

Thornton

	Billed	Paid	Paid 2021/22	Due	Interest Recd	% Due
2021	$410,452	$386,760	$570,457	$23,692	$526	19.5%
2020	$416,001	$415,998	$245,017	$3	$1,486	0.0%
2019	$360,718	$360,518	$0	$200	$1,532	0.2%
2018	$324,690	$321,248	$0	$3,442	$2,997	2.8%
2017	$299,741	$298,137	$0	$1,604	$1,334	1.3%
2016	$290,944	$289,518	$0	$1,426	$1,109	1.2%
2015		**Incomplete Info**				0.0%
Prior		$8,330	$0			0.0%
	$2,102,546	**$2,080,509**	**$815,474**	**$30,367**	**$8,984**	**25.0%**

Water Fees **1st Half 2022**

	Billed	Paid	Due	% Due
1 Bedroom	5,799	5,295	504	8.7%
2 Bedroom	55,959	51,497	4,462	8.0%
3 Bedroom	84,768	79,365	5,403	6.4%
4 Bedroom	27,988	27,210	777	2.8%
5 Bedroom	1,303	1,303	-	0.0%
6 Bedroom	480	480	-	0.0%
	176,296	**165,150**	**11,147**	**6.3%**
Undeveloped	47,847	40,275	7,572	**15.8%**
	224,143	**205,425**	**18,718**	**8.4%**

2nd Half 2022

Billed	Paid	Due	% Due
7,707	522	7,184	93.2%
100,573	113	100,460	99.9%
183,679	327	183,352	99.8%
63,686	28	63,657	100.0%
3,221	-	3,221	100.0%
1,250	-	1,250	100.0%
360,116	**991**	**359,125**	**99.7%**
4,155	31	4,124	**99.2%**
364,271	**1,022**	**363,248**	**99.7%**

Waterville Estates Village District

562 Winterbrook Road Campton, NH 03223
Phone: (603) 726-3082 | Fax: (603) 726-8611

Commission Meeting May 4, 2022-Interim General Manager Report

1. Information regarding Water:

The average system demand as calculated by Dubois and King is 123,225 gallons per day.

Population Served (estimated)	1,325 people
Homes Served (estimated)	530
Total Pipe (estimated)	27 miles
Pump Stations	4
Atmospheric Storage Volume (approximate)	246,000 gallons
Pressure Reducing Valve Pits	17

2. Meters: The meters can be purchased from the district once they arrive. We have asked for expedited delivery. The cost of the meter is $360/meter and the Korner horn is $279 each. Depending upon your plumbing an owner may or may not need the Korner horn. The cost of installation will be what it costs the owner to hire a plumber to do the installation. Depending upon the grounding method in a home, this installation may or may not need an electrician. Based upon this year's budget and usage we would estimate a bill this year would be the availability cost (this year $ 174.53) PLUS the gallon rate which would be 0.95 cents per gallon (total user costs$439,275/46,000,000 total gallons). All of these numbers will change annually.
3. Mission Statement as distributed for comment:
    a. The Waterville Estates Village District 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 are charged with stewardship of your tax dollars and setting policy in accordance with the actions of the WEVD voters at the Annual Meeting.
    The mission of the Waterville Estates Village District is to efficiently and effectively provide the following: an adequate

supply and delivery of quality water; summer and winter highway maintenance; maintenance of the community assets/buildings and other infrastructure owned by the District; and support for recreational and administrative programs as agreed upon with the Waterville Estates Association.

4. What follows is the corrected water rate sheet handed out at the 4/20 meeting before adoption. It is the rate that was adopted.

Waterville Estates Village District Water Rates as adopted 4/2022			
25% Availability	75% Usage		
Budget approved	$ 532,455.00		
10% noncollect	$ 53,245.50		
Total due	$ 585,700.50	This represents what needs to be raised	
25 % Availability	$ 146,425.13		
838 Properties	$ 174.73	availability fee/lot	
75% Users of system	$ 439,275.38		
1977 occupant	$ 222.19	Usage charge/occup.	
Annual Rate Adjust		1st half billing	Second billing
undeveloped	$ 174.73	$ 161.10	$ 13.63
one bedroom	$ 619.12	$ 252.14	$ 366.98
two bedroom	$ 841.31	$ 297.67	$ 543.64
three bedroom	$ 1,063.50	$ 343.19	$ 720.31
four bedroom	$ 1,285.70	$ 388.72	$ 896.98
five bedroom	$ 1,507.89	$ 434.24	$ 1,073.65
six bedroom	$ 1,730.08	$ 479.76	$ 1,250.32
seven bedroom or larger	$ 1,952.27	$ 525.29	$ 1,426.98

Committee Reports – May 4, 2022

Budget Advisory Committee
No update is necessary as the committee has not convened in several months after its successful completion of the 2022 budget recommendations. A meeting may occur in May to meet with management and review the first quarter budget variances, if any.

Respectfully,
Mark Canfield
Chair

Planning Board
The board met on April 21 and unanimously approved the Master Plan Survey to be made available to all Waterville Estates property owners. Currently the survey is in the hands of MRI who will work to develop an electronic format for conducting the survey. A timeline is in development that will help the Planning Board to collect survey data, conduct in person meetings with owners interested in participating in round table discussions of the survey results, development of a "master plan", to present the master plan to a public forum, and to place it on the next annual WEVD meeting. The establishment of a master plan will help open up many opportunities for the Village District that currently are unavailable.

The Planning Board has two current appointment openings; one a 3 year and one 2 year.

Respectfully submitted,
Mark Canfield
Interim Chair

Waterville Estates Village District
Unpaid Bills Detail
As of April 21, 2022

District 4/21/22

Type	Date	Num	Due Date	Aging	Open Balance
A.M.Rand Company					
Credit	02/07/2022	Trans....			(25.00)
Total A.M.Rand Company					(25.00)
ACCOUNTANT USE ONLY -V					
General Journal	12/31/2019	JE#9 I			28,132.00
General Journal	12/31/2019	JE# 6 ...			(28,132.00)
Total ACCOUNTANT USE ONLY -V					0.00
CM Whitcher Rubbish Removal					
Bill	04/06/2022	Inv 69...	04/16/2022	5	390.00
Bill	04/18/2022	Ticket ...	04/28/2022		509.58
Total CM Whitcher Rubbish Removal					899.58
Consolidated Comm. - Shop 8279					
Credit	01/12/2022				(0.58)
Total Consolidated Comm. - Shop 8279					(0.58)
Drummond Woodsum					
Bill	03/15/2022	Inv 78...	03/25/2022	27	627.00
Total Drummond Woodsum					627.00
Duffield Engineering & Consulting					
Bill	05/12/2019		05/22/2019	1065	1,300.00
Total Duffield Engineering & Consulting					1,300.00
First BankCard - 2124 CS					
Bill Pmt -Check	01/24/2022	DEBIT			(0.60)
Bill	02/07/2022	Interest	02/17/2022	63	55.00
Bill	02/16/2022	Amazon	02/26/2022	54	1,159.98
Bill	02/22/2022	Indeed	03/04/2022	48	500.77
Bill	02/24/2022	Amazon	03/06/2022	46	729.90
Bill	02/25/2022	LMS	03/07/2022	45	255.00
Bill	03/01/2022	Amazon	03/11/2022	41	22.00
Bill	03/10/2022	Amazon	03/20/2022	32	45.99
Bill	03/11/2022	Amazon	03/21/2022	31	83.99
Bill	04/04/2022	Amazon	04/14/2022	7	99.98
Bill	04/04/2022	Amazon	04/14/2022	7	49.99
Bill	04/04/2022	Amazon	04/14/2022	7	144.26
Bill	04/04/2022	Amazon	04/14/2022	7	18.79
Bill	04/04/2022	Amazon	04/14/2022	7	89.90
Bill	04/04/2022	Amazon	04/14/2022	7	199.96
Bill	04/04/2022	Amazon	04/14/2022	7	254.65
Bill	04/04/2022	Amazon	04/14/2022	7	11.99
Bill	04/04/2022	Amazon	04/14/2022	7	18.99
Bill	04/04/2022	Quick...	04/14/2022	7	67.60
Bill	04/12/2022	Amazon	04/22/2022		223.99
Bill	04/12/2022	Amazon	04/22/2022		759.99
Bill	04/12/2022	Amazon	04/22/2022		1,717.74
Bill	04/12/2022	Indeed	04/22/2022		207.99
Bill	04/01/2022	Laconi...	04/28/2022		25.50
Bill	04/04/2022	Google	04/28/2022		476.13
Total First BankCard - 2124 CS					7,219.48
JP Pest Services					
Bill	04/19/2022	Inv 31...	05/19/2022		191.50
Bill	04/19/2022	Inv 31...	05/19/2022		146.70
Total JP Pest Services					338.20
Northway Bank Municipal Card					
Bill	04/12/2022	NBF (f...	04/22/2022		2,220.64
Bill	04/19/2022	Diesel...	04/29/2022		125.00

Waterville Estates Village District
Unpaid Bills Detail
As of April 21, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Bill	04/20/2022	20080...	04/30/2022		4.99
Total Northway Bank Municipal Card					2,350.63
OnSite Computer Service					
Bill	04/06/2022	Inv 75...	04/06/2022	15	3,034.20
Bill	04/15/2022	Inv 7585	04/15/2022	6	8,800.04
Bill	04/15/2022	Inv 7587	04/15/2022	6	8,255.96
Total OnSite Computer Service					20,090.20
Paysafe					
Bill	04/13/2022	March...	04/23/2022		19.95
Total Paysafe					19.95
Sanel NAPA Auto Parts					
Credit	02/03/2022	Inv. # ...			(296.54)
Credit	02/16/2022	Inv. # ...			(86.42)
Total Sanel NAPA Auto Parts					(382.96)
Staples Business Advantage					
Bill	04/13/2022	ORd 7...	05/13/2022		153.98
Total Staples Business Advantage					153.98
State of New Hampshire- DOT					
Bill	04/20/2022	Ford F...	05/20/2022		271.14
Total State of New Hampshire- DOT					271.14
Upton & Hatfield, LLP					
Bill Pmt -Check	09/28/2020	25532			(5,821.85)
Total Upton & Hatfield, LLP					(5,821.85)
TOTAL					**27,039.77**

WEVD Bank Acct 93,615.93
WEVD Bills TBP 22,226.12
71,389.81

WEVD Rec Fund
Unpaid Bills Detail
As of March 28, 2022

Type	Date	Num	Due Date	Aging	Open Balance
AmeriGas 202303127 Ski					
Bill	02/28/2022	Inv. # ...	03/30/2022		1,099.68
Total AmeriGas 202303127 Ski					1,099.68
C M Whitcher Rubbish Removal LLC					
Bill	02/23/2022	Inv. # ...	03/10/2022	18	360.00
Bill	02/28/2022	Inv. # ...	03/15/2022	13	200.00
Bill	03/01/2022	Inv. # ...	03/16/2022	12	720.00
Total C M Whitcher Rubbish Removal LLC					1,280.00
Consolidated- 7331 10					
Credit	02/12/2022				-1.57
Credit	01/12/2022				-52.25
Total Consolidated- 7331 10					-53.82
Consolidated - 7331 42					
Bill	02/18/2022		02/28/2022	28	105.76
Total Consolidated - 7331 42					105.76
Consolidated Comm. - 5220					
Bill	02/12/2022		02/22/2022	34	105.76
Total Consolidated Comm. - 5220					105.76
Consolidated Comm. - Fax 4707					
Credit	02/12/2022				-1.57
Credit	01/12/2022				-52.25
Total Consolidated Comm. - Fax 4707					-53.82
Eversource - 0092 Ski Area Base Lodge					
Bill	02/28/2022		03/15/2022	13	1,879.70
Total Eversource - 0092 Ski Area Base Lodge					1,879.70
Eversource -5011 Lift Shack					
Bill	02/28/2022		03/15/2022	13	308.95
Total Eversource -5011 Lift Shack					308.95
First Bankcard - 2124 CS					
Bill	01/14/2022	Indeed	02/13/2022	43	100.80
Bill	01/28/2022	Const...	02/27/2022	29	70.00
Bill	01/30/2022	Quick...	03/01/2022	27	67.60
Bill	01/31/2022	Adobe	03/02/2022	26	8.99
Bill	02/02/2022	Touch...	03/04/2022	24	9.95
Bill	02/03/2022	Intuit ...	03/05/2022	23	325.00
Bill	02/05/2022	NH St...	03/07/2022	21	160.95
Bill	02/10/2022	Stamp...	03/12/2022	16	8.99
Bill	02/11/2022	NH St...	03/13/2022	15	503.62
Bill	02/15/2022	Amazon	03/17/2022	11	46.99
Bill	02/18/2022	NH St...	03/20/2022	8	38.55
Bill	02/19/2022	NH St...	03/21/2022	7	45.98
Bill	02/19/2022	Indeed	03/21/2022	7	500.77
Bill	02/22/2022	NH St...	03/24/2022	4	137.90
Bill	02/23/2022	NH St...	03/25/2022	3	67.96
Bill	02/24/2022	Stamp...	03/26/2022	2	12.50
Bill	02/25/2022	NH St...	03/27/2022	1	147.93
Bill	02/28/2022	Indeed	03/30/2022		332.44
Bill	02/28/2022	Intuit ...	03/30/2022		67.60
Bill	02/28/2022	Adobe	03/30/2022		8.99
Bill	03/02/2022	Touch...	04/01/2022		9.95
Bill	03/17/2022	360Tr...	04/16/2022		99.00
Total First Bankcard - 2124 CS					2,772.46
New Hampshire Liquor Commission					

WEVD Rec Fund
Unpaid Bills Detail
As of March 28, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Bill	03/01/2022	Inv. # ...	03/11/2022	17	44.97
Bill	03/02/2022	Inv. # ...	03/12/2022	16	68.70
Total New Hampshire Liquor Commission					113.67
Spectrum					
Bill	03/02/2022	Inv.#7...	03/12/2022	16	550.91
Total Spectrum					550.91
Staples Business Advantage					
Bill	01/27/2022	Ord.# ...	02/26/2022	30	91.16
Total Staples Business Advantage					91.16
TOTAL					**8,200.41**

5210.40

63,040.20 Balance
- 5,210.40 Bills TBP
57,829.80 Remainder

Community Suggested Mission Statements

Suggested Mission Statement 1

The Waterville Estates Village District 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 are charged with stewardship of your tax dollars and setting policy in accordance with the guidance of the all the taxpayers of Waterville Estates as well as the actions of the WEVD voters at the Annual Meeting.

The mission of the Waterville Estates Village District is to efficiently and effectively provide the following: an adequate supply and delivery of quality water; summer and winter highway maintenance; maintenance of the community assets/buildings and other infrastructure owned by the District; and support for recreational and administrative programs as agreed upon with the Waterville Estates Association.

Suggested Mission Statement 2

The Waterville Estates Village District 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 are charged with stewardship of your tax dollars and setting policy in accordance with the actions of the WEVD voters at the Annual Meeting.~~ The Commission are charged with stewardship of tax dollars and setting policy in accordance with the actions of votes from all WEVD property owners during the annual voting period.

The mission of the Waterville Estates Village District is to efficiently and effectively provide the following: an adequate supply and delivery of quality water; summer and winter highway maintenance; maintenance of the community assets/buildings and other infrastructure owned by the District; and support for recreational and administrative programs as agreed upon with the Waterville Estates Association.

Suggested Mission Statement 3

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

The mission of the Waterville Estates Village District is to efficiently and effectively provide the following: an adequate supply and delivery of quality water; summer and winter ~~highway~~ road maintenance; maintenance of the community assets/buildings and other infrastructure owned by the District; and support for recreational and administrative programs as agreed upon with the Waterville Estates Association with the intention of improving the homeownership experience and increasing real estate values.

Suggested Mission Statement 4

The Waterville Estates Village District 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 are charged with stewardship of your tax dollars and setting policy in accordance with the actions of the WEVD voters at the Annual Meeting.

The mission of the Waterville Estates Village District is to efficiently and effectively provide the following: an adequate supply and delivery of quality water; summer and winter highway maintenance; maintenance of the community assets/buildings and other infrastructure owned by the District; and support for recreational and administrative programs as agreed upon with the Waterville Estates Association and within the budget provided by Waterville Estates Association and adopted state law RSA 35-B:2,II

Suggested Mission Statement 5

The Waterville Estates Village District is established within the Towns of Campton and Thornton for the supply of water for domestic purposes, the construction, maintenance and care of parks or commons with exception of the town roads within the Village District (namely Winter Brook, Goose Hollow, Donovan Farm, Hodgeman Hill and Parker Roads) and the maintenance of activities and facilities for recreational promotion and the control of pollen insects and pests.