WEVD COMMISSION PUBLIC HEARING & MEETING AGENDA
Saturday August 27, 2022, at 8 a.m.
Community Center, 562 Winterbrook Rd., Campton, NH 03223 with Zoom access

1. Call to order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Non-Public Session
5. Resumption of Public Hearing & Meeting (9 a.m.)
6. Adoption of Agenda
7. GENERAL CALENDAR ITEMS:
    a. Installation of Lighting for Campton Mountain Ski Trails – modification
    b. Friends of Campton Mountain, expenditure for lights $3,497.19 [spending down the account to zero]
8. PUBLIC HEARING Re: ACCEPT & EXPEND UNANTICIPATED FUNDS, $42,505 FROM CIF FOR 2 NEW HOT TUBS
9. PUBLIC HEARING Re: ACCEPT & EXPEND UNANTICIPATED FUNDS, $90,000 FROM CIF FOR INSTALLING LIGHTS ON CAMPTON MOUNTAIN TRAILS
10. PUBLIC HEARING Re: ACCEPT & EXPEND UNANTICIPATED FUNDS, $65,000 FROM CIF FOR OUTDOOR COURTS
11. Resumption of General Calendar Items:
    a. FUND BALANCE to offset tax rate?
    b. Proposed Modification to the Water Department Collection Policy
12. Review and Approval of Commission Meeting Minutes:
    a. August 2, 2022
    b. August 17, 2022
13. Upcoming Meeting: Wednesday, September 7, 2022, at 6 p.m.
14. Public Comment Period
15. Non-Public Session
16. Adjourn Meeting

PUBLIC HEARING PROCEDURES

1. THE CHAIR (OR OTHER COMMISSIONER IN THE CHAIR'S ABSENCE OR TO WHOM THE CHAIR DESIGNATES THE ROLE) WILL OPEN THE HEARING BY ANNOUNCING THE PURPOSE OF THE PUBLIC HEARING AND SUMMARIZING THESE RULES BY WHICH PEOPLE MAY PARTICIPATE.
2. THE CHAIR WILL ASK ALL PERSONS ATTENDING THE HEARING AT THE PHYSICAL LOCATION TO PRINT THEIR NAMES AND ADDRESSES ON THE SIGN-UP SHEET.
3. THE CHAIR WILL ASK ALL PERSONS WHO ARE ATTENDING REMOTELY ONLINE TO EITHER SEND AN EMAIL TO THE AGM, MS. KINNEY AT WEA.JUDY@WATERVILLE-ESTATES.COM, OR INDICATE AT THE APPROPRIATE TIME THEIR DESIRE TO SPEAK. THE EMAIL REQUESTS CAN BE MADE AT ANY TIME DURING THE HEARING. MS. KINNEY WILL COMPILE A LIST OF NAMES AND ADDRESSES IN THE ORDER SHE RECEIVED NOTICE FROM THOSE ATTENDING REMOTELY. THEN OTHERS WHO ARE REMOTE WILL HAVE AN OPPORTUNITY TO SPEAK.
4. THE CHAIR WILL ASK ALL PERSONS WHO ARE ATTENDING REMOTELY ON THEIR TELEPHONES TO CALL INTO THE COMMUNITY CENTER SO MS. KINNEY CAN COMPILE A LIST OF ALL THOSE TELEPHONIC ATTENDEES (NAMES & ADDRESSES) WHO WISH TO SPEAK. THERE SHOULD BE NO DIFFICULTY LEAVING THE ZOOM MEETING TO PLACE THIS CALL AND THEN RE-ENTERING THE MEETING. THE NUMBER TO REACH MS. KINNEY DURING THE RECESS IS 603.726.3082.
5. AN EXPLANATION OF THE ITEM(S) UNDER DISCUSSION AT THE PUBLIC HEARING WILL BE GIVEN BY THE COMMISSION OR ITS DESIGNEES (STAFF, ENGINEERS, ETC.). THE COMMISSIONERS MAY ASK QUESTIONS TO CLARIFY OR EXPAND UPON WHAT STAFF HAS PRESENTED. IF IT IS A PETITIONED ARTICLE, THE PETITIONER WILL HAVE UP TO 10 MINUTES TO EXPLAIN THE PETITIONED ARTICLE.
6. THE CHAIR WILL THEN OPEN THE MEETING FOR PUBLIC INPUT. EACH MEMBER OF THE PUBLIC WILL BE GRANTED UP TO FIVE (5) MINUTES TO SPEAK. MEMBERS OF THE PUBLIC CAN ONLY SPEAK ONE TIME UNTIL EVERYONE HAS HAD A CHANCE TO SPEAK. COMMISSIONERS OR STAFF MAY RESPOND BUT ARE NOT REQUIRED TO RESPOND.
7. THE CHAIR WILL FIRST RECOGNIZE THOSE ATTENDING THE PHYSICAL LOCATION WHERE THE MEETING IS BROADCAST TO SPEAK DURING THE PUBLIC HEARING.
8. AFTER EVERY MEMBER OF THE PUBLIC WHO IS PRESENT HAS HAD THE OPPORTUNITY TO SPEAK ONCE, THE CHAIR WILL CALL A BRIEF RECESS TO OBTAIN THE LIST OF THOSE ATTENDING REMOTELY BY ZOOM OR PHONE WHO HAVE MADE THE REQUEST TO MS. KINNEY. THEY WILL BE ALLOWED TO SPEAK UP TO 5 MINUTES IN LENGTH.
9. ONCE ALL MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE COMMISSION HAVE HAD AN OPPORTUNITY TO SPEAK ONCE, ANY MEMBER OF THE PUBLIC WHO WISHES TO SPEAK AGAIN WILL BE GIVEN AN OPPORTUNITY TO SPEAK FOR UP TO FIVE (5) MINUTES.

10. THE CHAIR WILL THEN ASK THE COMMISSIONERS AND STAFF IF THEY HAVE ANY ADDITIONAL COMMENTS.
11. THE CHAIR WILL THEN CLOSE THE PUBLIC HEARING.
12. THE CHAIR WILL THEN CONSIDER ANY MOTIONS TO BE MADE AT THIS TIME ON THE SUBJECT MATTER OF THE PUBLIC HEARING.

Waterville Estates Village District

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

Procedures Regarding Acceptance & Expenditure of Unanticipated Revenues Including Grants, Money, Donations of Capital Assets, and Policy Regarding Using for Intended / Stated Purpose

1. **Overview:**

There are very narrow grounds for the WEVD Board of Commissioners to expend funds that were not part of the total appropriation from the operating budget and warrant articles approved at the current year's District meeting. RSA 32 outlines the general budget rules which must be followed. An appropriation is required for an expenditure to be made. If a revenue is promised in writing and reasonably expected to be received and, if this evidence is available before the budget/warrant is prepared, it should be included in the budget/warrant and the expected revenue included in the estimated revenue for that expenditure. There are exceptions to the RSA 32 annual meeting budget process that have been adopted by the WEVD.

RSA 31:95-b Appropriation of Funds Made During the Year:
The WEVD Voters adopted this section on March 17, 1995. This authorizes the Commission "to apply for, accept and expend, without further action by the village district meeting, unanticipated money from a state, federal, or other governmental unit or a private source which becomes available during the fiscal year." Such money shall be used only for legal purposes for which a town or village district may appropriate money. For unanticipated moneys in the amount of $10,000 or more, the board of commissioners shall hold a prior public hearing on the action to be taken. Notice of the time, place, and subject of such hearing shall be published in a newspaper of general circulation in the relevant municipality at least 7 days before the hearing is held. For unanticipated moneys in an amount less than such amount, the board of commissioners shall post notice of the funds in the agenda and shall include notice in the minutes of the board of commissioners meeting in which such moneys are discussed. The acceptance of unanticipated moneys under this subparagraph shall be made in public session of any regular board of commissioners meeting. Action to be taken under this section shall not require the expenditure of other village district funds except those funds lawfully appropriated for the same purpose.

RSA 31:95-e Personal Property Donated to Village Districts:
This section was adopted on March 27, 1999. The WEVD Commissioners may accept gifts of personal property, other than money, which may be offered to the town or village district for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town or village district meeting. Prior to the acceptance of any such gift with a value of $5,000 or more, the board of commissioners shall hold a public hearing on the proposed acceptance. For gifts with a value of less than $5,000, a public hearing on the proposed acceptance shall be at the discretion of the board of commissioners. If no public hearing is held, the board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of commissioners meeting at which such gift is discussed. The acceptance of gifts

under this paragraph shall be made in public session of any regular board of commissioners meeting. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property.

RSA 31:19-a Park and Public Purpose Expendable Trust:
WEVD created a Park and Public Purpose Expendable Trust Fund in 2021. The Commissioners were designated as agents to expend from said fund. Money in the Trust may be expended for the purpose of the trust. Until expended, all funds in the trust must be held by the trustees of trust funds of the Town of Campton under RSA 31:31. In addition, because the "Commissioners" are agents, no annual District Meeting vote is required to expend the funds. However, a majority vote of a quorum of the District Commissioners at a properly noticed Commissioner Meeting is required.

RSA 35-B:2, II Recreation Fund Fees and Charges:
At the Annual Meeting of April 15, 2006, the WEVD voters established a revolving recreational fund for the purpose of administrating recreational fees and charges. Fees are charges are established through the recreational management agreement between WEA and the Waterville Estates Association. Funds properly received as "fees and charges for recreation park services and facilities" are held in a separate revolving recreational fund and are not held in the expendable trust fund. Funds must be used for recreational or park purposes. Funds held in the revolving recreational fund are permitted to accumulate year to year, are not considered part of WEVD's general surplus, and are held in the custody of the WEVD's treasure. Funds may be expended from the revolving recreational fund by the treasure upon an order of the Commissioners (or other board designated by the WEVD to administer the funds). A majority vote of a quorum of the District Commissioners at a properly noticed public Commissioner Meeting directing the treasurer to expend the funds is required.

2. **Notice-Hearing requirements RSA 31:95-b Appropriation of Funds Made During the Year:**

   For unanticipated moneys in the amount of $10,000 or more, the Commissioners shall hold a prior public hearing on the action to be taken. Notice of the time, place, and subject of such hearing shall be published in a newspaper of general circulation in the relevant municipality at least 7 days before the hearing is held.

   For unanticipated moneys in an amount less than $10,000, the Commissioners shall post notice of the funds in the agenda and shall include notice in the minutes of the Commission meeting in which such moneys are discussed.

3. **Charitable gifts must be used for purpose intended and administered through the trustee of trust process:**

   Unanticipated funds and money received from Waterville Estates Association ("WEA") or any other person or entity for a specific purpose are considered charitable and must be used for the

purpose intended. In addition, funds must be administered through the trustee of trust process as required by RSA 31:31. Specifically, until funds are expended for the purpose they are intended, funds must be held by the trustees of trust funds for the Town of Campton. Commissioners act as agents to administer the trust funds. A majority vote of a quorum of the District commissioners at a properly noticed public Commissioner Meeting is required prior to expending the funds.

4. **Notice-Hearing requirements RSA 31:95-b Appropriation of Funds Made During the Year:**

   For unanticipated moneys in the amount of $10,000 or more, the Commission shall hold a prior public hearing on the action to be taken. Notice of the time, place, and subject of such hearing shall be published in a newspaper of general circulation in the relevant municipality at least 7 days before the hearing is held.

   For unanticipated moneys in an amount less than $10,000, the Commissioners shall post notice of the funds in the agenda and shall include notice in the minutes of the Commissioners Meeting in which such moneys are discussed.

5. **Handling Charitable donations, funds, gifts**:

   Any charitable donations, funds, gifts, or donations deposited by WEVD must be treated as charitable donations and held by the Trustees of the Trust Fund pending use of the funds.

   This requirement does not apply to non-charitable "fees and charges for recreation park services and facilities" deposited into the revolving recreational fund.

6. **To consider when funds, gifts, or property are received:**
   a. Identify the source of the money, gift, or asset.
   b. Is it an unanticipated charitable contribution or gift, or is it a fee or charge for recreational facilities?
      i. If it is an anticipated fee or charge pursuant to RSA 35-B:2, II funds should be deposited in revolving recreational fund and held in the custody of the Treasurer. Must be used for recreational or park purposes.
      ii. If not a fee or charge, WEVD must consider nature of the gift or donation.
   c. What is the purpose of the gift or donation?
      i. If the purpose is for parks and recreation, it should be administered through the Parks and Public Purpose Expendable Trust. Funds must be held by the trustee of trusts until Commissioners authorize expending the funds for the purpose intended.
      (If not for parks and recreation, must still be used for the purpose intended and held by the trustee of trusts until Commissioners authorize expending the funds for the purpose intended.)

Approved: August 21, 2021

Commissioner — Date: 4-6-2022

Commissioner — Date: 4/6/2022

Commissioner — Date: 4/6/2022

Commission M. Patti Motions for 082722:

1. Agenda Item # 7 (a):

   To correct an action taken by the Commission on August 2, 2022, I, Maureen Patti, move to allow DTL Electric to re-wire the lighting at Campton Mountain. The Commission has received notice of the WEA Board voting to expend CIF to cover the costs for the lights as well as installation. The Commission will, following District procedure and RSA 31:95-b, conduct a duly noticed public hearing to decide whether to accept and expend these funds for the purpose of installing lights on the Campton Mountain ski trails.

   I, Maureen Patti, move that we set aside or rescind the action taken at the August 2, 2022 meeting in which we adopted the following motion – "to allow DTL Electric to re-wire the lighting at Campton Mountain. Funds are to be provided by CIF. The Commission will proceed with a duly noticed public hearing pursuant District procedures pertaining to acceptance of the resulting improvement to Campton Mountain."

2. Agenda Item # 7 (b):

   I, Maureen Patti, move to expend from the Friends of Campton Mountain account $3,497.19 paid to the order of ULTRA-TECH Lighting for lighting materials to be installed on the Campton Mountain ski trails. The WEA Board of Directors approved this expenditure from the Friends of Campton Mountain account on April 23, 2022. This expenditure will reduce the balance of the Friends of Campton Mountain account to zero ($0) allowing for the closing of this account. The WEA Board of Directors has repeatedly expressed its desire that the FOCM be exhausted and closed.

3. Agenda Item # 11 (a):

   I, Maureen Patti, move to use of up to $___ of fund balance to reduce any tax rate increase to the projected amount from the District Annual Meeting and grant the General Manager authority to adjust the fund balance toward that purpose.

4. Agenda Item 11 (b):

   I, Maureen Patti, move to amend the Water Department Collection Policy to correct some verbiage and address what to do if owners are delinquent on their water rate payments and the District cannot disconnect the property from service. The Water Department Collection Policy shall be amended as indicated by the italicized portions as follows:

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03223 Water Department

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***WEVD Water Department* Collection Policy**

PURPOSE:

This policy is to outline the collection procedure for the Waterville Estates Village District (hereinafter WEVD) Water Department as outlined by the Water Ordinance adopted August 16, 2021, as well as RSA Chapter 38.

PROCEDURE:

A reminder, both written, and, if possible, electronic, will be sent to all outstanding accounts the week after the bill is due and either a statement or the invoice will be included with the reminder. Reminder letters referenced hereinafter will not be sent earlier than the day specified but will be sent as soon as reasonable after the date.

All accounts at least thirty days (30) past due will be assessed a 1% finance charge on the first of each month (totaling 12% annually) until the balance of the unpaid bill(s) is/are paid in full. A statement will be sent to all accounts with an outstanding balance detailing the total monies owed to WEVD Water Department.

After ninety days (90) past due, letters requesting payment will be sent to all accounts with outstanding balances. Those properties using water will also receive a notice outlining their date of disconnection for nonpayment. Disconnection will follow guidelines set in RSA 38 and WEVD Water Ordinance at the direction of the Commissioners. Once payment of all past due invoices *has* been made in full, water will be reconnected during regular business hours. *Those properties with outstanding balances which cannot be physically disconnected from water service will be subject to a lien for the full amount owed to the WEVD Water Department in accordance with RSA 38:22 (see below).*

In accordance with RSA 38:22, WEVD may secure a lien on the property for all unpaid water bills. Waterville Estates Village District may place a lien after water bills are unpaid for eighteen (18) months or the balance owed exceeds $2,000 with the Grafton Country Registry of Deeds. This will be done following a Board of Commissioners vote.

Effective date: January 19, 2022

Adopted on: January 19, 2022

Amended: August 27, 2022

_____ _____

Commissioner Commissioner

_____

Commissioner

5. Amendments to Draft Minutes
    a. August 2, 2022:
        1. Page 2, line 43, numeral 5 – insert at beginning of sentence "WEVD employee" and, after 'Zack' insert "___ who" then delete 'for you to consider and the changes are included in the packet'
        2. Page 2, line 50, numeral 7 – insert after 'Tonya' "____"
        3. Page 2, line 51, numeral 7 – insert after 'Terri' the name "Tole"
        4. Page 4, line 115 – insert after 'received a' the word "quote"
        5. Page 5, line 151 – after 'reception area, and' delete 'will' and insert the words "may possibly"
        6. Page 5, line 172 – after '*I, Maureen Patti, move*' delete the balance of the paragraph and insert the following: "*to establish a procedure concerning recovering costs from damage to District property by an owner or a guest as follows: In the event an owner or a guest willfully and intentionally causes damage to WEVD property, the District will be responsible to determine the cost to repair or, if repair is not possible, replace the items/fixtures/equipment/etc. WEVD Management will advise the Waterville Estates Association Board of Directors the cost for repair/replacement including labor and whether the District is seeking to recover the costs from such damage*. *Mr. Panuczak seconded the motion*. Discussion ensured. Mr. Spinney

offered suggestions about including reference(s) to District assets as well as actual damages and Ms. Patti accepted the suggestions as friendly amendments. *Ms. Patti re-stated the motion – I, Maureen Patti, move to establish a procedure concerning recovering the actual costs from damage to District property or assets by an owner, owner's family member or a guest as follows: In the event an owner, owner's family member, or a guest willfully and intentionally causes damage to WEVD property or assets, the District will be responsible to determine the actual cost to repair or, if repair is not possible, replace the items/fixtures/equipment/etc. WEVD Management will advise the Waterville Estates Association Board of Directors the cost for repair/replacement including labor and whether the District is seeking to recover the actual costs from such damage. Mr. Panuczak seconded the motion again. The motion passed unanimously by a roll call vote."*

7. Page 6, line 212 – correct typo, next meeting is Wednesday, August 17, 2022.

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Waterville Estates Village District

August 2, 2022 Commissioners Meeting DRAFT Minutes

Attendees: Commissioners Maureen Patti and Gerri Panuczak. General Manager Ron Beard, Financial Assistant Allison Smith, Assistant General Manager Judy Kinney, Department Heads – Mr. Steve Baert and Mr. Shawn Pelchat.

Attendees via Zoom: Commissioner Dave Spinney, Dave Ketcham.

Call to order: Commissioner Patti called the meeting to order at 10:00 AM.

Roll Call of Commissioners: Ms. Patti and Mr. Panuczak were present at the Summit Lodge and Mr. Spinney was present via Zoom.

Approval of the Agenda: *Ms. Patti made a motion to amend the agenda as follows: move item 10 to go to letter I and to delete item 8. Mr. Panuczak duly seconded and motion carried with a unanimous roll call vote in favor.*

Ms. Patti then suggested to take the Agenda items out of order and to begin discussion with Item 7, which is the General Manager's Report since both Department Heads are present. Hearing no opposition from the other Commissioners, Ms. Patti turned it over to Mr. Beard.

General Manager's Report
Department Heads – Mr. Steve Baert and Mr. Shawn Pelchat

Mr. Beard spoke about the following:

1. Basketball court project is set to begin on August 3rd. During the pre-construction meeting Mr. Beard requested a quote to stabilize the uphill embankment that is in poor condition and is eroding and depositing material on the edge of the basketball court. Ms. Patti asked Mr. Baert and Mr. Pelchat about whether this would improve the existing and new drainage there and both confirmed that it will. *Ms. Patti clarified that item 10.G on the agenda refers to this issue and made a motion to authorize the expenditure of $9,842 for Dirt Designs, Johnston Brothers Inc., to rebuild the retaining wall abutting the basketball court*. Ms. Patti confirmed with Ms. Kinney that the District has the funds available for this and Ms. Kinney confirmed. Mr. Panuczak asked to clarify which line item would be used and Ms. Kinney responded that it was under Capital Preservation. Mr. Baert said that there is about $22,000 in that budget item and nothing has been spent as of yet. *Mr. Panuczak duly seconded and motion carried with a unanimous roll call vote in favor.*

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2. Mr. Beard said that he had Shawn Pelchat bring an HVAC company on a tour of the community building and the ski resort building so they can work up a quote for annual PM Maintenance. Mr. Pelchat then answered some clarifying questions from the Commissioners.
3. Mr. Beard said that Mr. Pelchat and his team have begun to clear the brush and trees on top of the Pegwood Tank as required by NHDES.
4. Mr. Beard and Mr. Baert met with Evergreen and the unit owner at Boulder Village about the issue of her banging pipes. The unit owner was able to show them the issue by simply turning her faucet on. Mr. Beard and Mr. Baert went with the maintenance man to the basement area and located her water service. It was found that an electric water shut off valve was failing and causing the pipes to hammer and bang. Fortunately, there was a bypass valve installed and opening that valve resolved the issue.
5. Zack has made some changes to the new logo for you all to consider and the changes are included in the packet for the Commissioners to review.
6. Members discussed the new renditions and thanked Zack for his work, noting how talented he was. *Ms. Patti made a motion to approve New #3 as the official WEVD logo. Mr. Panuczak made a friendly amendment to direct Management to trademark and secure any other protections of the image so it will be used exclusively by WEVD. Ms. Patti agreed to the friendly amendment. Mr. Panuczak duly seconded and motion carried with a unanimous roll call vote in favor.*
7. Mr. Beard said that Tonya has begun managing the front desk and is doing a good job helping resolve some issues. He added that he would also like to thank Terri for her hard work and dedication at the front desk for the past year.
8. Mr. Beard said that Mr. Pelchat has put a second pool cleaning robot into service. Now he is able to deploy one to the inside pools and one to the outdoor pools on a daily basis.

Approval of Minutes

July 20, 2022

Ms. Patti made a motion to approve the ten edits to the July 20, 2022 minutes provided by her in the meeting packet (attached). Mr. Spinney duly seconded. Motion passed with a unanimous roll call vote in favor.

Ms. Patti made another motion to adopt the July 20, 2022 minutes as amended as the official minutes. Mr. Panuczak duly seconded. Motion passed with a unanimous roll call vote in favor.

Treasurer's Report

Ms. Patti said that Mr. Diefenbach was not present but directed everyone's attention to the Treasurer's report from August 2, 2022 which was in the packet. Mr. Panuczak asked about the large discrepancy between the bank and QuickBooks amounts for the Rec Fund. Ms. Kinney said that there the are

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working and getting closer to resolving the discrepancies. Commissioners did not have any other issues with the report.

CONSENT CALENDAR

a. Manifests

Ms. Patti made a motion to approve the manifest included in the packet. Mr. Panuczak duly seconded. Motion carried with a unanimous roll call vote in favor.

General Calendar Items

a. Request for Commission Action: Expenditure FRIENDS OF CAMPTON MOUNTAIN for Lights to be installed on Campton Mountain

Ms. Patti said that Mr. Pelchat submitted a request for Commission action that was in the packet. She explained the rationale behind the request and the procedure of spending the money from the Friends of Campton Mountain fund. *Ms. Patti then made a motion to expend from the Friends of Campton Mountain account $10,612.50 paid to the order of ULTRA-TECH Lighting to pay for half of the lighting materials to be installed on the Mountain. The WEA Board approved this expenditure from the Friends of Campton Mountain account on April 23, 2022. The balance of the Friends of Campton Mountain account is $14,110.07, prior to any action by this Board of Commissioners. Mr. Panuczak duly seconded.* Mr. Spinney asked how much would be left in that account. Ms. Patti said that it would be less then $4,000. Discussion ensued about the goal to spend this account down and close it out. Ms. Patti said that the goal is to deal with similar accounts that collect money from fundraising without involving the Commission and have the WEA Board as a signatory instead, thus avoiding this cumbersome procedure. Ms. Patti also explained what the plan is to pay for the lights at the mountain, which would involve the CIF and Friends of Campton Mountain funds. Mr. Panuczak noted that the community had directed the Commission through the Town Meeting to move the money from the Friends of Campton Mountain account into the Trust, which is not what is happening. He said that given the fact that there is about $4,000 left in the account and the WEA Board is planning to put more money into it from fundraising, would then the Commission be the one to blame for not following the community's wishes. Ms. Patti explained that the approval of this expenditure was done by WEA in April and the Commission was not able to move forward with its part of the approval due to the lack of the actual invoice, therefore, it got postponed until now. She added that when Mr. Scruton was IGM she kept pressing for the funds to be moved to the Trustees, however, due to turnover and other factors, it did not happen. WEA Board unambiguously stated that their intent is to spend the fund down and that only one upcoming fundraiser is planned to be put back into the fund. Ms. Patti was assured by WEA that going forward this account will be spent down. After a brief back and forth on the need to give WEA Board a deadline to spend the money down it was discovered that there is no plan to put

any fundraising proceeds into that account anymore, therefore there was only $4,000 left to spend should the motion get approved about spending on the lights at the mountain. Ms. Patti said that she could communicate to the WEA Board and ask when the Commission can write the check to cover the balance of the cost of the lights on the mountain.
Ms. Patti called the vote on the motion on the table. Motion carried with a unanimous roll call vote in favor.

b. Shawn Pelchat re: installing lighting on the Mountain

Mr. Pelchat explained what needs to be done to conform with the State codes and what an improvement it will be compared to the current state of affairs. Ms. Patti said that she received an email from Mr. Frank Marshall that she read into the record: "The Board of Directors has received a $102,000 for the lights and installation for Campton Mountain. WEA will pay for it directly. We need to exhaust the Friends of Campton Mountain fund fully before utilizing CIF due to State and Town regulations. Please move forward with the purchase of the lights and the scheduling of the installation . Thanks to everyone for your help with the approval." *Ms. Patti made to allow DTL Electric to re-wire the lighting at Campton Mountain. Funds are to be provided by Friends of Campton Mountain and CIF. The Commission will proceed with a duly noticed public hearing pursuant District procedures pertaining to acceptance of the resulting improvement to Campton Mountain at a later date."*
There was brief back and forth about the fact that there will be no District labor involved in installation of the lights, aside from supervision by Mr. Pelchat and that Commissioners were very appreciative of the WEA Board spending CIF funds on making improvements in the community.
Mr. Panuczak duly seconded the motion and it passed by a roll call vote with everyone voting in the affirmative.
Mr. Beard confirmed that the contractor is fully licensed and insured and has done work for the District before.
Mr. Pelchat left the meeting at 10:40 AM.

c. Steve Baert re: water meters and parts availability

Mr. Baert provided an update on the ordered ultrasonic meters with brass casings and parts which were still delayed. He also explained the difference between the different meters and the installation process for various types of plumbing. He said that the meters with plastic casing are in stock and should the Commission decide to switch to a different type of meter, it could be shipped right away. Discussion ensued about the susceptibility of meters with brass casing to freezing versus those with plastic casing which may be more durable. After discussing their options, confirming with Ms. Smith on the number of people interested in installing a meter, and discussing the allowed expenditures for the meters and the budget, *Mr. Spinney made a motion to authorize the purchase of 50 additional ultrasonic residential water meters - 15 with brass casing/pipe and 35 with plastic casing/pipe. Ms. Patti duly seconded and motion passed with a unanimous roll call vote.*

Ms. Smith would send a general email out to the community informing them about the plans to purchase more meters and advising them to contact the office if they are interested.
Mr. Baert left the meeting at 11 AM.

d. Audio Visual equipment/upgrades Community Center & Lodge – WEA project
Mr. Beard said that a consultant is coming to advise the WEA Board on upgrading audio and video equipment in both the Community Center and the Lodge. Ms. Patti explained that the intent of the WEA Board to pay for the upgrades with the CIF funds and that the equipment will allow for "plug&play", paging from the reception area, and will also be installed in the gazebo. Mr. Beard said that he will go along with the consultant to possibly provide some advice and then report back to the Commission.

e. Revised WEVD & WEA Permission & Consent Agreement for teens to use Fitness Center without Parental supervision
Ms. Patti explained that the intent of the WEA Board was to allow 14 to 17 year-olds to use the fitness center without parental supervision after signing all the proper consent/waiver forms. Ms. Patti explained the procedure of approving the consent forms by both governing bodies before they could be used and said that she had rewritten the form making changes to it with the intent of capturing WEA Board wishes. The major change was to Item 12 regarding misuse of the facility and repercussions. *Ms. Patti made a motion to allow teens to use the fitness center without adult supervision and approve the consent form as written. Mr. Panuczak duly seconded and motion passed by a roll call with everyone voting in favor.*
Ms. Patti made a request to the staff that they ask the WEA Board to approve the consent form as well before it goes to the front desk but emphasized that it should get to the front desk as soon as possible.

f. Proposed Agreement with WEA regarding determining the cost of repair/replacement
Ms. Patti said that as a follow up to the previous discussion she wanted to make sure that damage to any District property is handled in accordance with a policy, therefore, she drafted a motion as follows: *I, Maureen Patti, move to establish a procedure concerning recovering the actual costs from damage to District property by an owner(s) or an owner's guest(s) or an owner(s) family member as follows: In the event an owner or a guest or a family member willfully and intentionally causes damage to WEVD property and assets, the District will be responsible to determine the actual cost to repair or, if repair is not possible, replace the items/fixtures/equipment/etc. WEVD Management will advise the Waterville Estates Association Board of Directors the cost for repair/replacement including labor and whether the District is seeking to recover the actual costs from such damage. Mr. Panuczak duly seconded and motion passed unanimously by a roll call vote.*
Ms. Patti will send the new procedure to the WEA Board.

g. Rebuilding of retaining wall abutting basketball court and Community Center
Discussed earlier during General Manager's report.

h. Grading of dumpster road
Mr. Beard explained that the road will be graded before it is paved in such a way that the runoff will not erode the newly rebuilt retaining wall abutting the basketball court. This will be done at no additional cost to the District.

i. Brush & Tree clearing/pruning for rebuilt Racquet Courts on District Property
Ms. Patti provided the rationale for adding this item to the agenda and said that she modified the motion she had prepared for this discussion to only refer to clearing trees and brush on District land and it is now as follows*: I, Maureen Patti make a motion to clear all trees within the designated buffer to the north (left side) & east (back side), on District land, and to remove large white pine #1 on District land, Plant privacy tree barrier consisting of nursery recommended native trees from 2-6 feet in height, on District land behind lower court battery, within 20-25 feet of lower court, where the trees are thin.* Mr. Spinney said that the Outdoor Courts Committee is having a Zoom meeting with the abutting property owners who were objecting to the tree cutting on Green Circle tonight and Mr. Spinney could relay the Commission's discussion and approved plan to them during that meeting. Discussion ensued about the need to approve this plan as it has been agreed upon by the Committee and the Commission for the District land. Ms. Patti also brought up the need to discuss the brush clearing on Green Circle that was originally recommended by the Committee and has been overlooked in the process due to focusing on the two pine trees alone. She asked Mr. Spinney to discuss this tonight as well. She also noted that the planning of the vegetative privacy buffer cost will probably be addressed only in 2023 or 2024 due to the budget process. Mr. Spinney agreed but said that the intent was to get this all done by the spring of next year.
Mr. Panuczak duly seconded the motion. Motion carried with a roll call in favor.

Ms. Patti made a motion to make the photos and Dirt Design construction proposal, modified proposed Agenda and motions the official attachments to the August 2, 2022 minutes. Mr. Panuczak duly seconded and motion passed with a unanimous roll call vote.

Upcoming Commission Meetings – October 17, 2022 @ 4 p.m.

Public comment period.
Dave Ketcham via Zoom confirmed that the Outdoor Courts Committee meeting is tonight and the first thing to discuss will be the Green Circle trees.

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Non-Public Session

Ms. Patti motioned to enter non-public session for the purposes described in RSA 91A:3, II (c), and (l). Mr. Panuczak duly seconded and the motion passed at 11:28 AM by a unanimous roll call vote.

Non-public session was entered at 11:30 AM. Commissioners Patti and Panuczak were present in person as well as GM Beard, AGM Kinney, and Financial Assistant Allison Smith. Commissioner Spinney was present via Zoom.

Resumption of Public Session

At 12:23 PM Mr. Panuczak motioned to exit non-public session, Ms. Patti duly seconded and the motion passed by unanimous roll call vote.

Public session was entered at 12:23 PM. Commissioners Patti and Panuczak were present in person. Commissioner Spinney was present via Zoom.

The nonpublic session minutes were sealed by a motion from Mr. Panuczak, a second by Ms. Patti, as divulgence of the minutes would adversely affect the reputation of someone other than a Commissioner and render a proposed action ineffective. Motion passed by a unanimous roll call vote.

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

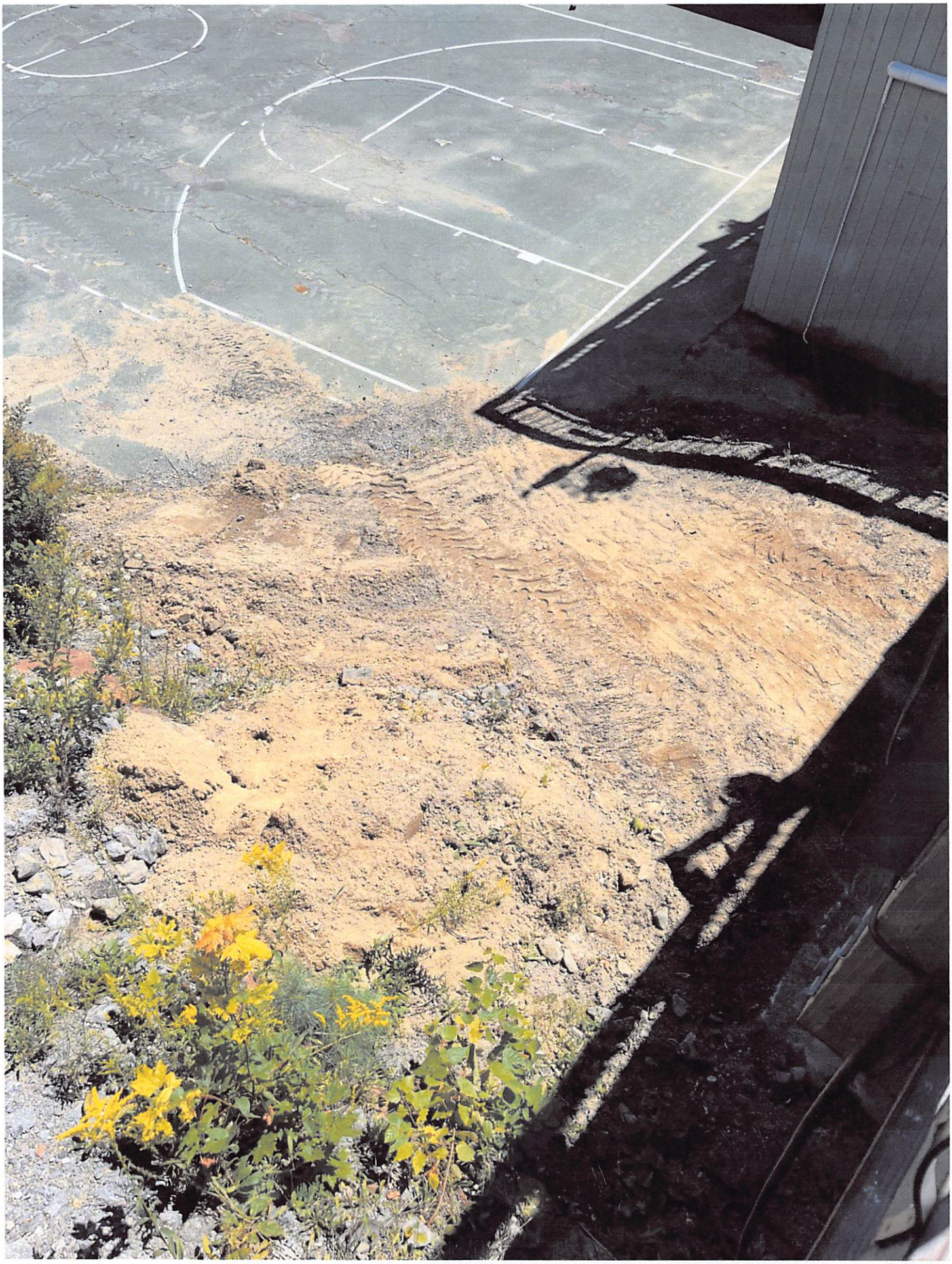
Meeting adjourned at 12: 24 PM.

Prepared by Alvina Snegach

DRAFT









Proposal

DIRT DESIGNS
BY JOHNSTON BROTHERS, INC.
73 Laundromat Rd.
THORNTON, NEW HAMPSHIRE 03285
Phone/Fax (603) 726-3166

PROPOSAL SUBMITTED TO	PHONE	DATE
WVE		8/1/22
STREET	JOB NAME	
	Block Wall	
CITY, STATE and ZIP CODE	JOB LOCATION	
ARCHITECT / DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

1) Remove existing rock wall from propane tank to deck
2) Place perforated pipe for drainage
3) Place approx. (35) 2'x2'x4' Concrete waste blocks
4) Backfill blocks with 1½" crush bank run
5) Place fabric and 5" rip rap on remaining slope
6) Level all disturbed areas to a machine finish

Covenant and set back requirements shall be the responsibility of owner/contractor. Building, wetlands or driveway permits must be obtained by owner/contractor before excavation can start. Ledge or 3 plus yard rocks are not included in this bid and will be charged as time and materials.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars ($ 9842 00/100).

Payment to be made as follows:

$4921 00/100 before starting $4921 00/100 upon completion

Payments made after 30 days will have a finance charge of 1.5% which is an annual percentage rate of 18% of the unpaid balance.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature Dan G

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Jobs continuing for more than 1 year can be subject to costs increases.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

WEVD COMMISSION MEETING
AGENDA
Tuesday, August 2, 2022, at 10 a.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. Adoption of Agenda
5. Approval of Minutes
    a. July 20, 2022
6. Treasurer's Report
7. General Manager's Report
    Department Heads – Mr. Steve Baert and Mr. Shawn Pelchat
8. ~~Committee/Planning Board Reports:~~
    a. ~~Planning Board~~
    b. ~~Water & Roads~~
    c. ~~Outdoor Courts~~
    d. ~~ADA Accessibility~~
    e. ~~Records~~
9. Consent Calendar
    a. Manifest
    b. Committee/Planning Board Reports
10. General Calendar Items
    a. Request for Commission Action: Expenditure FRIENDS OF CAMPTON MOUNTAIN funds for deposit for Lights to be installed on Campton Mountain
    b. Rewiring lighting on Campton Mountain – WEA project
    c. Water meters and parts availability
    d. Audio Visual equipment/upgrades Community Center & Lodge – WEA project
    e. Revised WEVD & WEA Permission & Consent Agreement for teens to use Fitness Center without Parental supervision
    f. Proposed Agreement with WEA regarding determining the cost of repair/replacement
    g. Rebuilding of retaining wall abutting basketball court and Community Center
    h. Grading of dumpster road
    i. Brush & Tree clearing/pruning for rebuilt Racquet Courts on District Property
11. Upcoming Commission Meeting – AUGUST 17, 2022 @ 4 p.m.
12. Public Comment Period
13. Signing of previously approved minutes, policies, and/or procedures
14. Non-Public Session
15. Adjourn Meeting

PROPOSED, AMENDED

Maureen Patti motions for August 2, 2022:

1. Agenda Item # 5 a, Adoption of minutes –

Proposed Amendments to minutes of July 20, 2022:

1. Page 2, line 40 – delete 'resurfacing' and insert "a leak"
2. Page 2, line 75 – delete 'compensated' and insert "receive comp time"
3. Page 3, line 111 – insert in front of 'paving' the words "new half court basketball"
4. Page 3, line 172 – add "Ms. Patti offered to answer Mr. Bertino's questions about the Green Circle common land and the 2 pine trees after the meeting."
5. Page 4, line 140 – correct typo "Mr. Spinney"; delete 'those pine' and insert the words "which deposit needles/cones on the courts" in front of 'due to the damage…'
6. Page 4, line 154 – correct typo: "would not mind" after 'Committee'
7. Page 4, line 157 – insert before 'regulations' the words "homeowner's association, Waterville Estates Association (WEA),"
8. Page 4, line 158 – insert after 'residents and' the following: "if 6 of the 8 owners give consent to the District removing the 2 pine trees, the District will file an application"
9. Page 5, line 190 – insert after end of sentence "GM Mr. Ron Beard said he would follow through on these issues."
10. Page 6, line 244 – modify to read: "Ms. Patti said the GM and Water Department head (Steve Baert) filed an application for a leak detection grant for 2023. WEVD was awarded a grant for 2022."

2. Agenda Item # 10 a –

I, Maureen Patti, move to expend from the Friends of Campton Mountain account $10,612.50 paid to the order of ULTRA-TECH Lighting to pay for half of the lighting materials to be installed on the Mountain. The WEA Board approved this expenditure from the Friends of Campton Mountain account on April 23, 2022. The balance of the Friends of Campton Mountain account is $14,110.07, prior to any action by this Board of Commissioners.

3. Agenda Item # 10 b –

I, Maureen Patti, move to allow DTL Electric to re-wire the lighting at Campton Mountain. Funds are to be provided by CIF. The Commission will proceed with a duly noticed public hearing pursuant District procedures pertaining to acceptance of the resulting improvement to Campton Mountain.

4. Agenda Item # 10 e

I, Maureen Patti, move to allow teens, 15 and older, to use the fitness center without adult supervision and propose a new Permission form as follows:

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Waterville Estates Association

562 Winterbrook Road Campton, NH 03223

Phone: (603) 726-3082; Fax: (603) 726-8611

www.waterville-estates.com

Permission & Consent Agreement ("Agreement")

To be signed by parent/guardian of a minor child between the ages of 14 - 17 years of age who wishes to use the gym on the premises of Waterville Estates Village District.

Please read this Agreement carefully. It must be signed by an adult (eighteen years and older) parent or legal guardian of the minor identified below who is an "owner" (a person that has a deed to a home or condominium within Waterville Estates) *OR an adult parent or legal guardian of the minor identified below who is using the Community Center with a "guest pass" or a "daily pass".*

This Agreement is between the "owner" */ "guest"* identified below and the Waterville Estates Village District and pertains to the owner's */ guest's* minor child being permitted to enter, be present at, and/or use a gym, and the gym equipment therein, located on the premises of and owned by the Waterville Estates Village District (the "gym').

In consideration of the owner's */ guest's* minor child being permitted to enter, be present at, and/or use the gym and gym equipment, the undersigned owner agrees to the following:

I. He/she/they is/are eighteen years of age or older. (Initials here __)

2. He/she/they is/are an owner of property within the Waterville Estates Village District *OR he/she/they is/are using the Community Center as a guest*. (Initials here ___)

3. He/she/they is/are the parent or legal guardian of the minor identified herein. (Initials here ___)

4. His/her/their minor child identified herein is between 14 and 1 7 years of age as of the date of the owner's */ guest's* signature below. (Initials here_____)

5. He/she/they understand(s) that observing and/or participating in fitness related activity including, but not limited to, the use of gym equipment exposes his/her/their minor child to risks of serious bodily injury, psychiatric injury, personal injury, death, and/or damage to or loss of property. (Initials here ___)

6. He/she/they grant(s) permission and consents to his/her/their minor child entering, being present in/at the gym and/or using gym equipment at/within the gym. (Initials here ____)

7. His/her/their minor child must adhere to all the rules, terms of use, and instructions pertaining to the gym and/or issued by Waterville Estates Village District and its officials, agents, and employees. (Initials here_____)

8. All gym equipment used must be used in the manner for which it is intended and must be wiped down after being used. (Initials here ___)

9. If the gym or gym equipment is misused by his/her/their minor child this Agreement is/becomes null and void. (Initials here_____)

12. His/her/their or his/her/their minor child's failure to comply with the rules, terms of use, and instructions of Waterville Estates Village District and/or its officials, agents, and employees will result in a report to the Waterville Estates Association Board of Directors for possible action according to the pass policy. (Initials here ___)

13. I understand and voluntarily accept full responsibility for the risk of injury or loss arising out of or related to my or my minor child's use of the Waterville Estates Village District's facilities. (Initials here ____)

14. I further understand and voluntarily accept that Waterville Estate Village District will not be liable for any injury, costs, damages, or claims resulting from the negligent conduct or omission of Waterville Estates Village District, or anyone or any entity acting on Waterville Estates Village District's behalf, whether related to exercise and/or physical recreational activity or not. (Initials here_____).

Minor Child's Full Name (Please Print) _____

Minor Child's Date of Birth _____

1 HAVE READ AND UNDERSTAND THIS AGREEMENT, AND 1 ENTER INTO IT FREELY AND

_____

VOLUNTARILY.

Owner's */ Guest's* Full Name (Please Print)

_____

Owner's */ Guest's* Signature Date

_____

Waterville Estates Address of Owner */ Guest*

_____

WEA Account Number

_____

Home Phone

_____

5. Agenda Item # 10 f –

I, Maureen Patti, move to establish a procedure concerning recovering costs from damage to District property by an owner(s) or an owner's guest(s) as follows:

In the event an owner or a guest willfully and intentionally causes damage to WEVD property, the District will be responsible to determine the cost to repair or, if repair is not possible, replace the items/fixtures/equipment/etc. WEVD Management will advise the Waterville Estates Association Board of Directors the cost for repair/replacement including labor and whether the District is seeking to recover the costs from such damage.

6. Agenda Item # 10 i

I, Maureen Patti, move to adopt a plan to clear or prune trees and brush from WEVD property – the Community Center Complex – in order to protect the rebuilt racquet courts from damage and deterioration as well as to minimize maintenance of our new and improved community asset.

Specifically,

1. Clear all trees within the designated buffer (up to pink tagged trees), to the north (left side) & east (back side), on District land, except those tagged with yellow ribbon.
2. Remove large white pine #1 on District land

3. Plant privacy tree barrier consisting of nursery recommended native trees from 2-6 feet in height, on District land behind lower court battery, within 20-25 feet of lower court, where the trees are thin.

On-location Site Definitions

Orange ribbon-inner: Green Circle house lot line

Orange ribbon-outer: Green Circle common land/District lot line

Pink ribbon: tree clearing recommendation line; up to, but not including tagged tree

White ribbon: Green Circle abutter (Marks) trees requested to save within clearing area

Yellow ribbon: Outdoor Court Committee trees to save within clearing area

Racket Court Site Diagram

Definitions

Pink line - sight line boundary between pink tagged trees

Orange dotted line

Inner: house lot line - sight line boundary between orange boundary pins

Outer: District/Green Circle common land lot line - sight line boundary 10’ from house lot line

Blue thick line - existing drainage

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Waterville Estates Village District

August 17, 2022 Commissioners Meeting DRAFT Minutes

Attendees: Commissioners Gerri Panuczak and David Spinney. General Manager Ron Beard, Financial Assistant Allison Smith, Assistant General Manager Judy Kinney.

Attendees via Zoom: two unidentified persons.

Call to order: Commissioner Panuczak called the meeting to order at 4:00 PM.

Roll Call of Commissioners: Mr. Panuczak and Mr. Spinney were present at the Summit Lodge.

Approval of the Agenda: *Mr. Panuczak made a motion to adopt the agenda as presented. Mr. Spinney duly seconded and motion carried with a unanimous roll call vote in favor.*

Approval of Minutes
There were no minutes in the packet and approval was deferred to the next meeting.

Treasurer's Report
There was no Treasurer's Report in the packet but Ms. Kinney provided an update on what was happening. She said that staff is working on reconciling all the bank accounts making sure that all the entries are correct and accounted for. She concluded by saying that progress is being made. She also answered a questions from Mr. Panuczak and Mr. Spinney on WEA billing status, auditors' progress, filing necessary forms for the auditors and the NH Department of Revenue (DRA), and review timeframe by the DRA.

After a brief back and forth about the DRA review timeframe which would determine when the Commission can determine whether funds from the unreserved fund balance could be used to offset the taxes, it was agreed that by September 21st Commissioners' meeting it would be known whether those funds could be used.
Ms. Kinney then provided a short update on the bookkeeper position search and the interview she had earlier.

General Manager's Report
Mr. Beard spoke about the following:

1. Basketball court project began on August 4th.
2. The retaining wall at the basketball court is done and stakes are in for paving. Mr. Baert is working on getting the paving done soon.
3. Mr. Baert received the 2022 Sanitary Survey and the only significant deficiency is the inspection of Pegwood Road and the Snow Bowl tanks. Mr. Beard gave Mr. Baert information on a company used by the Town of Lincoln and Mr. Baert contacted them. They should be on site on August 18th to do the inspections and to get the real time video of the interior condition of the tanks. A report

should be issued to the District based on the results of those inspections. Mr. Baert relayed this information to NHDES and they were very pleased and surprised that the District was able to get this done so quickly.

4. Mr. Pelchat and his crew have cleared the brush and trees around the Pegwood Road tank.
5. Mr. Pelchat and his crew did a great job handling the pump failure in the adult hot tub and it was back in operation by the next day.
6. Mr. Beard, Ms. Kinney, and Tanya are meeting with Evergreen on Friday to review everything they need. Mr. Beard also asked them to set up some time to view the front desk operation in order for them to understand how it works. This meeting should help smooth the transition for all the parties involved.

Mr. Beard also spoke about the Leak Survey report dated June 2022 which was done under the auspices of the leak study grant that the District had received from NHDES. He said that upon reviewing the report he noticed that there is a minor leak identified (under 3 gallons a minute), which Mr. Beard does not consider to be minor, and the location was on Hodgman Road. Mr. Beard said that this leak equates to over a million and a half gallons of water a year or average usage of 14 homes per day. Billing for which water would have amounted to almost $13,000 based on average billing for a two bedroom single family house. Mr. Beard added that finding these leaks is essential for saving taxpayer money and asked that the residents be vigilant and let the District know if they suspect there is a leak on their property. He added that the less leaks, the tighter the system, therefore, less money spent on producing that water.
Mr. Panuczak also asked for an update on purchasing the water meters. Ms. Kinney said that some meters have come in already. Ms. Smith also provided an update on when the meters should become available to the residents and on the installation of meters at the community center and at the lodge.

Committee/Planning Board Reports:
Mr. Panuczak said that there were no written reports submitted for the packet. There were only verbal reports.

a. Planning Board
Mr. Panuczak said that the community survey has been completed. Planning Board members will now be working on going through the results to prepare vision statements for the different sections of the Master Plan. He added that the Planning Board is hoping that the first public session will take place sometime in September to discuss the survey results and what might be the direction to move forward based on those results.

b. Roads and Water Committee
Mr. Panuczak said that the committee had not met in awhile and is hoping to meet sometime in the early September.

c. Outdoor Courts Committee

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Mr. Spinney said that the Committee is meeting on August 30th. The vote for the trees to be removed was 4X4, therefore they will not be removed. The insurer confirmed that should any of these trees come down onto the District property, the District would be covered but the insurance company would subrogate those claims. Mr. Panuczak explained that the insurance company would go after either the association insurance or the individual homeowners' insurance should there be any damage done by these trees to the new courts. Mr. Spinney added that the District will also have to figure out how to keep the new courts clean.

CONSENT CALENDAR

a. Manifests

Mr. Panuczak made a motion to approve the manifests included in the packet. Mr. Spinney duly seconded. Motion carried with a unanimous roll call vote in favor.

General Calendar Items

a. NH Department of Environmental Services RANKING of WEVD Water System Grant/Low Interest Loan Proposal

Mr. Panuczak said that he had heard that the District's three projects were among the top 100 of all the submitted projects and the well project, which is probably the most important one, was #33. Mr. Beard said that he thinks there is a document about it. Mr. Panuczak said that the Water and Roads Committee will need to do its part and adopt some thing but that this is good news and it looks like the District is moving in the right direction. Mr. Beard added that bringing the water system into compliance, which is what Mr. Baert has been doing, is also a great benefit on the path of getting the low interest loans or grants for the water system.

b. Installation of Lighting for Campton Mountain Ski Trails

Mr. Panuczak said that last year the lighting system on the whole mountain was determined to not be up to code. In December Mr. Oldmixon did a great job digging trenches to install the LED lights on the rope tow area and the remaining lighting was abandoned in place. Mr. Panuczak said that he understood that WEA has agreed to pay $90,000 to complete the project, which would mean trenching the rest of the mountain and installing LED lights on the rest of the mountain before the upcoming season begins. Ms. Panuczak said that this will be discussed in a public hearing which will be announced in one of the next items on this agenda. Mr. Beard said that the lighting has already been ordered and deposits have been made for wiring. He also added that brush is now being cleared in areas where the trenches will be dug. He also answered Mr. Panuczak's questions about who will be digging trenches and said that Mr. Baert will only be supervising but digging should be done by the electrician.

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c. Water System Informational Newsletter, update

Mr. Beard said that he will check on the status of the newsletter. Mr. Panuczak explained that the Commissioners would like to have the regular information newsletter to be issued to keep everyone in the know about the water system and all the developments. There will be information on the system itself, its deficiencies, projects completed and upcoming, grant/loan application status updates, etc.

d. Sound system for Community Center, gazebo, and ski lodge

Mr. Panuczak said that WEA has agreed to update the sound system at the Community Center, the gazebo and the ski lodge. Not only will this be an upgrade of the sound system, but it will have a public address capability. Mr. Panuczak said that WEA is working with an audio company and the potential cost of the project is not known yet. Mr. Beard said that there was a meeting scheduled to discuss this, which has been cancelled and a new meeting is going to be scheduled soon.

Upcoming Commissioner Meeting and Public Hearings (3) – Saturday, August 27, 2022 at 8 AM

Mr. Panuczak said that the plan is to have the following transpire on that day:

a. Non-public session will be held at 8 AM;

Public Session will commence at 9 AM

b. Public hearing for the acceptance and expenditure of $3,947.57 from CIF for new hot tubs at Community Center

c. Public hearing for the acceptance and expenditure of $90,000 from CIF for lights on Campton Mountain (night skiing)

d. Public hearing for the acceptance and expenditure of $----- from CIF for sound systems at Community Center, gazebo, and ski lodge.

Public comment period.

Mr. Panuczak said that there was nobody present in person, there were two persons on Zoom and Ms. Kinney confirmed that there were no emails or phone calls. There was nobody to address the Commission and Mr. Panuczak closed the public comment.

Signing of previously approved minutes, policies, and/or procedures

Mr. Panuczak and Mr. Spinney signed the documents provided by Ms. Smith.

Non-Public Session

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There was none.

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

Meeting adjourned at 4:41 PM.

Prepared by Alvina Snegach

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