562 Winterbrook Road Campton, NH 03223
Phone: (603) 726-3082 | Fax: (603) 726-8611
www.waterville-estatesnh.gov

WEVD 2023 Meeting Draft Minutes
April 12, 2023 – 6:00 PM

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

Attendees via Zoom: Ralph Wilbur, Linda Ivers, Nancy Seward, and Tanya Moses.

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

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

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

Adoption of Agenda

Ms. Patti requested to delete item 12. Non-public session from the agenda and add item 9.f regarding seeking assistance for minute taking for some advisory committees of the District. There was consensus.

Approval of Minutes

a. March 21, 2023

Ms. Patti made a motion to adopt the 3/21/2023 meeting minutes according to the list of 25 changes she prepared and that were in the meeting handout as the official minutes. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Ms. Patti made a motion to make the amended 3/21/2023 meeting minutes the official minutes. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

b. March 22, 2023

Ms. Patti made a motion to adopt the 3/22/2023 meeting minutes according to the list of 11 changes she prepared and that were in the meeting handout as the official minutes. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

562 Winterbrook Road Campton, NH 03223
Phone: (603) 726-3082 | Fax: (603) 726-8611
www.waterville-estatesnh.gov

Ms. Patti made a motion to make the amended 3/21/2023 meeting minutes the official minutes. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Treasurer's Report

Ms. Patti noted that there was no Treasurer's Report to review, therefore, the item will be deferred to a later meeting.

GM's Report

Mr. Beard spoke about the following:

1. The boilers have been fully serviced and the Management is looking into reprogramming them to even out their running time and to extend their service life.
2. Mr. Pelchat and Zack are undergoing lift training at the Lift Maintenance School, and Mr. Pelchat has a lead on a container of spare parts for the ski mountain lift at no cost to the District.
3. Mr. Beard received a quote for air conditioning for the Summit Lounge but it was for mini splits, which is not what is needed. He asked the company to quote a roof unit that will allow utilization of the existing duct work. He also said that it would allow adding a third zone for the kitchen, which would be very helpful for the operation of the exhaust fan system in the kitchen.
4. Mr. Baert and Alan have been going around and finding more valves, including a pressure reducing valve pit, that they did not even know existed. They are mapping all the existing valves as they go along. Mr. Baert is also getting ready to clean up the dirt roads before the spring rain season begins. This work should commence next week.

Mr. Beard also said that there was power this morning, and the internet was also down, and Mr. Baert and he with the help from the Water Department staff were able to prevent an issue with the water tanks depleting beyond a certain level as the wells were not pumping water into the tanks. Mr. Beard explained that probably due to the lack of power the water system communications malfunctioned and there was no alert sent to Mr. Baert.

There was a brief technical discussion about the water system communications and how it works when there is no power or internet.

- Nancy Seward, via Zoom, spoke about the fact that even with the limited number of days that the ski mountain was open this ski season due to the weather, there were over $13,000 worth of ski lift tickets sold during this time.

f. Explore the possibility of outsourcing production of minutes for the Budget Advisory Committee and the Water and Roads Committee.

562 Winterbrook Road Campton, NH 03223
Phone: (603) 726-3082 | Fax: (603) 726-8611
www.waterville-estatesnh.gov

Ms. Patti said that she would like to address this possibility with the Commission and maybe ask Mr. Beard to research the associated costs. She noted that these committees usually have very technical discussions and having someone on the Committee take minutes is quite difficult.
Mr. Panuczak noted that he was against two things – a) increasing the costs to the District, and b) cherry-picking the two committees as there are other committees in the District that also tend to have quite technical discussions.
Mr. Spinney noted that the volunteer who was taking the minutes for the BAC was not able to equally participate in the discussion and that it was not fair to that individual. He felt that outsourcing it to someone even with the associate cost will be beneficial not only to that individual but to the committee as a whole.
Discussion ensued about the fact that these costs were not budgeted for but that it would be coming out of the consultant line item, just like the MRI supplement did. Commissioners agreed to ask Mr. Beard to run some numbers before the next meeting on May 10th.

Next Meeting:
ANNUAL MEETING – Saturday, April 15, 2023 @ 9 a.m.
Commission meeting – Wednesday, May 10, 2023 @ 6 p.m.

Public Comment Period
Ms. Patti checked with Ms. Smith and there were no emails, phone calls, or texts. There was nobody present at the physical location and nobody willing to address the Commission on Zoom. Ms. Patti closed the public comment period.

Adjourn Meeting
Mr. Pa made a motion to adjourn the meeting. Ms. Patti duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Meeting adjourned at 6:45 PM.

Prepared by Alvina Snegach

DRAFT