WEVD Commission Meeting Agenda
Wednesday, August 9, 2023, at 6 p.m.
Community Center, 562 Winterbrook Rd., Campton, 03223
with Zoom access
Will be streamed on YouTube

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Adoption of Agenda
5. Approval of Minutes
    a. June 27, 2023
    b. July 12, 2023
6. Treasurer's Report
7. GM's Report
8. Committee / Planning Board Reports:
    a. Planning Board
    b. Water & Roads
    c. Outdoor Courts
    d. ADA Accessibility
    e. Records
    f. Improving Amenity Profitability (IAP)
9. CONSENT CALENDAR
    a. Manifests
    b. Committee & PB Reports
10. GENERAL CALENDAR ITEMS
    a. RCA new Water Connection, 9 Donovan Farm Road
    b. RCA Bond/Grant policies & procedures – Post Issuance Compliance Guidelines
    c. RCA moving accounts to Bank of New Hampshire (Northway, Meredith Village Savings)
    d. RCA Service Contract with Electrical Installations LLC (Scada System, Water Department)
    e. Changes to Estates driveway permitting process
    f. Commission dialogue with WEA Board Re: Building Permit & Materials
    g. Schedule Sealed NON-PUBLIC Minute review meeting
    h. Modification of Contract – Resort Logic LLC
    i. WEVD Personnel Policy/Procedures Manual, plan for updating
    j. VOLUNTEERS NEEDED – ADA Accessibility Committee

11. Next Meeting: TUESDAY August 22, 2023 @ 10 a.m.

Note: Public Hearing re: WATER ORDINANCE MODIFICATIONS following advisory vote @ Annual Meeting is scheduled for Wednesday, SEPTEMBER 27, 2023 @ 4 p.m.

12. Public Comment Period
13. Non-Public Session
14. 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 MATTER OF THE REQUEST.
    C. THE FINAL DECISION 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.

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

WEVD 2023 Meeting Draft Minutes
June 27, 2023 – 10:00 AM

Attendees: Commissioners Maureen Patti and Gerry Panuczak. General Manager Ron Beard and Water Department Administrator Allison Smith, Shawn Pelchat, Building Maintenance Supervisor, and Sam Banville, Food and Beverage Manager.

Members excused: David Spinney

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

Call to order: Commission Patti called the meeting to order at 10:00 AM announcing that there is a quorum of Commissioners present.

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

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

Adoption of Agenda
Ms. Patti made a motion to table Items 6, 9.a and 9.c, based on availability, to the July 12, 2023 Commissioner's meeting. Mr. Panuczak duly seconded. *Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.*

GENERAL CALENDAR ITEMS

Update from Food and Beverage Manager Sam Banville
Ms. Patti also requested that the Agenda be taken out of order and invited WEVD Food and Beverage Manager Sam Banville for an update on the operations of concessions. Ms. Banville spoke about the following:

- Recent price increases for food and drinks as they were quite low before and did not match the competition in the area;
- That she has been working on implementing some ideas that the Commission had suggested earlier;
- Individual staff members under her management and their accomplishments;
- Kitchen equipment update –snow cone machine which also makes frozen drinks, hotdog steamer, and nacho machine;

DRAFT

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

Then Ms. Banville and Mr. Beard answered questions about the Recreation Department balance, updating menus to promote stock movement, dealing with some issues with the TouchBistro POS (Point of Sale) device operation (regular updates and upcoming security update), price increases on the food and drinks and the reaction from the customers, etc.

Then there was a discussion about the possibility of opening the restaurant to the public to make sure that its potential for generating revenue is utilized to its maximum. It was noted that even though there are certain times when the public is allowed to use the restaurant, the WEA Board has not yet determined whether it will be allowed on a regular basis and if so, what the process will look like. Mr. Panuczak said that from the point of profitability it would be good to allow the public use of the District's amenities, if the WEA Board agrees, and also necessary to let the surrounding areas know that these amenities exist and are available for the public to enjoy.

Nancy Seward, via Zoom spoke about the WEA Board's decision to try out allowing public access to the District's amenities for certain events, for example when the band is playing and only in the evenings. She said that last year the Board had tried opening the facilities up to the public without advertising it widely and for food only, which turned out to be unclear and people ended up using the pools or roaming the buildings, which was upsetting to many owners in the District. Ms. Seward said that after discussing this with Mr. Beard, decision was to open up the facilities only for certain events when there is live music and to see how it goes.

There was back and forth between Mr. Panuczak and Ms. Seward about balancing the need to make additional revenue for the Rec Fund and keeping the owners happy.

Then Ms. Seward noted that she became aware of the front desk selling Twilight Passes for $10 and that the policy states that a day adult pass is $20 per day, and that the WEA Board, unaware of this, was just discussing reduced price passes for those who come in after 5 PM. She suggested that the District advertise this more widely so that people know that this option is available to them.

At the end of discussion, Mr. Panuczak reiterated that he believes that the amenities like the restaurant are very underutilized and he believes that making them available to the public would be a great source of extra revenue for the Rec Fund.

Mr. Panuczak also asked Mr. Beard about what is being done regarding passes for the residents of Campton and Thornton who would like to use the facilities as right now is a very good time to offer these to them given that the season is in full swing. Mr. Beard responded that it is still being discussed and worked out.

Mr. Panuczak said that he is aware that the Improving Amenities Profitability Committee is joining the Chamber of Commerce and that he is not sure whether it would be beneficial if the District's amenities are only open to the public for winter recreation only.

Update from Shawn Pelchat, Building Maintenance Supervisor

Mr. Pelchat spoke about the following.

DRAFT

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

- Updating the HVAC system in the Community Building (Phase 1 being completed, and Phase 2 – equipment being delivered tomorrow for the installation). All the old equipment was salvaged for $1445.00 to be used towards the project;
- Outside projects – fencing, landscaping, pits, half courts, etc.;
- Small projects to upgrade the Community Building and its outside;
- Updates to the catwalk and ski lift frames which should take place in July;
- Decking upgrades at the at the ski area and the Community Building;
- Ski lift repairs/upgrades;
- Potentially needing to cut some more trees that are dead and are a hazard;
- Plans to have an engineer on site who will perform the non-destructive testing (NDT) to certify whether the service chair is up to standards;

There was a brief discussion about the fact that Mr. Pelchat is short staffed and there are projects that could be done more efficiently if they were outsourced to a third party, and that Mr. Pelchat should not hesitate to bring such projects to the Commissioners' attention.

Approval of Minutes

a. June 14, 2023

Ms. Patti made a motion to adopt the 6/14/2023 meeting minutes according to the list of 11 changes she prepared and that were in the meeting handout. Mr. Panuczak duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

Ms. Patti made a motion to adopt the amended 6/14/2023 meeting minutes as official meeting minutes. Mr. Spinney duly seconded. Mr. Panuczak duly seconded. Mr. Panuczak duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

GM's Report

Mr. Beard spoke about the following:

1. The new air conditioning unit has been installed in the kitchen and has made the working environment much better.
2. The equipment for the Summit Lounge air conditioning should be delivered on Wednesday with the installation to follow shortly.
3. The tennis and basketball courts have had their first sealing coat applied. When the weather is dryer, the final coat and striping will be finished as well.
4. Mr. Baert and his staff have been busy cutting back the overgrowth on the Districts roads to get them back to the required width.
5. Sam is working hard to finalize the busy event schedule.

DRAFT

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

CONSENT CALENDAR

Manifests

Ms. Patti made a motion to approve the manifests in the handout. Mr. Panuczak duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

GENERAL CALENDAR ITEMS

Appointment of K. Roy to Improving Amenity Profitability Committee

Ms. Patti made a motion to appoint Kathleen Roy to the Improving Amenity Profitability Committee. Mr. Panuczak duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

Mr. Panuczak noted that he had heard from the Planning Board Chair that Mr. Patti would like to become a member. Ms. Patti confirmed. There was a brief discussion about a possibility of conflict of interest, given that Ms. Patti is also serving on the Zoning Board of Adjustment, which was resolved as there would not be any.

Mr. Panuczak made a motion to appoint Anthony Patti to the WEVD Planning Board. Mr. Patti duly seconded and made a friendly amendment that the Planning Board Chair will need to inform the Commissioners about the length of Mr. Patti's term on the Planning Board. Mr. Panuczak agreed with the friendly amendment. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

Ms. Smith also provided an update about online payments availability which, she was hopeful, was going to be become available next week. She also said that it should be easier for both the management and the users. Ms. Smith also said that collections have been going good so far, even without the use of the online payment system. She then answered questions about charging fees for electronic transactions under the new billing software. She said that there are still no options to pay via e-check or to link ones bank account, as those will require a fee to be paid and the District does not have a legislatively approved avenue to recoup those fees yet as this would have to be proposed and approved at the Town Meeting. Ms. Smith also answered a question about the front desk being able to take payments when Ms. Smith is not available which she said it can.

Next Meeting:

Commission meeting – Tuesday, July 12, 2023 @ 6 p.m.

Public Comment Period

DRAFT

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

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

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

Meeting adjourned at 10:50 AM.

Prepared by Alvina Snegach

DRAFT

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

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

Attendees: Commissioners Maureen Patti and David Spinney. General Manager Ron Beard and Water Department Administrator Allison Smith, David Ketcham, and Terry Bennett.

Members excused: Gerry Panuczak.

Attendees via Zoom: Mark Canfield, Tanya Moses, Tom H, James Cahill, Denise Bujalski, Ralph Wilbur.

Call to order: Commission Patti noted that Commissioner Panuczak will join the meeting via Zoom later and called the meeting to order at 6:00 PM announcing that there is a quorum of Commissioners present.

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

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

Adoption of Agenda.
Ms. Patti asked Mr. Spinney if he would mind taking the Agenda out of order and starting the meeting with the General Calendar item 10.H Discussion re: assistance for WEVD committee minute takers. Mr. Spinney was good with it.

GENERAL CALENDAR ITEMS

Discussion re: assistance for WEVD committee minute takers.
Ms. Patti noted that ever since she started as a volunteer as the Commissioner and the Records Committee representative, she noticed that the District did not have the greatest practices about maintaining its public body minutes as required by New Hampshire Statutes. In 2020 the Records Committee presented the Commission with the set of procedures which have subsequently been adopted. The reason for the Commission discussing it today is to check whether these procedures

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

are working out for the various boards and committees of the District. Ms. Patti also said that it has been discussed that many committees that discuss technical information (like the Budget Advisory Committee) are faced with a problem that the member of the committee who is tasked with taking minutes is not able to fully participate in the discussion. This is a chance for the Commission to hear from the staff and those committee members on whether there is rational for using the consulting line item in the budget to hire the professional minute taker, who is doing the Commission minutes, to help out some of these committees. Ms. Patti then asked Ms. Smith to present her research and findings on the matter.

Ms. Smith said that having dealt with trying to keep track of minutes for various boards and committees herself and knowing that many committees are also having issues with keeping up with what is required to be contained in the minutes by statute, she came up with a couple things that she thought could be of help.

First, she displayed the google form she created called "Minutes Production Assistance Form" that the minute taker for each board or committee could be filling out during the meeting. The form is concise and only requires things that are set by statute and is also intuitive in a way that it will not let the person filling it out move on, unless certain things are met (like the quorum of the meeting being present, or the seconder of the motion identified, etc.) The form also has details for each item discussion, motion, vote, and could be adjusted to the individual agenda. As Ms. Smith went through the form, Terry Bennett and the Commissioners asked clarifying questions about how the form will work for someone who would like to edit it after the meeting and how it will look.

Discussion ensued about what actually needs to go into the minutes in accordance with the NH statutes and whether the minutes should be much shorter, and the recordings would be offered to those who would like a more extensive version of the minutes. Another discussion was about the Right to Know law and what it requires.

Then Ms. Smith presented a second way to record the minutes, which is a Word document template for minutes that can be filled out during the meeting and can be adjusted for an individual agenda before the meeting.

There was an extensive discussion about how the use of the Google form or the Word document may be beneficial for the District committees and the logistics of using it, especially when it comes to editing the minutes after the meeting is over. Ms. Patti made a suggestion to add to the Volunteer Handbook a procedure for amending the minutes after the meeting and that it be done in writing to make sure everything is out in the open and is made clear to the public.

DRAFT

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

Another discussion was about the recordings, storing them, and how to make sure that those are made available to the public, should it be decided that they are going to be used in lieu of longer minutes. Then there was discussion about how to reach out to individual committees and disseminate the new information about the newly suggested minute taking procedure and also possibly asking the committee chairs to come up with a meeting running protocol that would keep order during the meeting and help the minute taker with taking down what is being said. A suggestion was made to record a video explaining the process that could be shown to current and future committee members.
Ms. Patti then opened the floor to the public and noted the main vectors of the discussion:

a) whether to spend resources paying for a professional minute taker;
b) what can the District do to try and improve and standardize the minute taking process and make sure minimum standards are always met for the minutes; and
c) having a system to make sure the minutes are produced in a timely way to the administrator to avoid having Ms. Smith chasing the committee chairs for minutes.

- Denise Bujalski via Zoom, said that she came in a bit late to this discussion and asked clarifying questions about what had been discussed earlier and what the Google form's intent was. Ms. Patti and Ms. Smith explained that the form is to be used by the committee minute taker to make it easier for them to keep track of what happened during the meeting yet keep the record of the meeting short (meeting all the statutory requirements) and on point, leaving all the excessive descriptions of who said what to the audio/video recording.
- David Ketcham via Zoom, said that he was not sure that asking the public to review long video/audio recordings is a good policy, and also added a suggestion to reflect in the minutes what it is the committee would like to communicate to the people and what it would like to follow up on.
Ms. Patti suggested a technique for that would be making a motion at the end of each discussion to commemorate the action taken or the need to follow up. She also suggested having a list of action items included in the minutes (which could also be added to the Volunteer Handbook).
- Mark Canfield via Zoom, agreed with Ms. Patti about adding the action items to the minutes and possibly adding it to the Google form.
There was a discussion of whether it made any sense to keep discussing expending from the consulting line to pay for a professional minute taker, given all of the above, and general consensus was that it was premature at this point. Commissioners agreed to go with offering committees the options of a Google form or the Word document and to see how it works for them. Ms. Patti said that this item will

DRAFT

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

not be tabled to a definitive date, given that the Commission needs to receive feedback from the Committees before deciding on whether this needs to be discussed further or not.

Approval of Minutes

a. June 27, 2023

Item was deferred to the July 26th meeting.

GM's Report

Mr. Beard spoke about the following:

1. The new air conditioning unit has been installed in the kitchen and has made the working environment much better.
2. The equipment for the Summit Lounge air conditioning should be delivered on Wednesday with the installation to follow shortly.
3. The tennis and basketball courts have had their first sealing coat applied. When the weather is dryer, the final coat and striping will be finished as well.
4. Mr. Baert and his staff have been busy cutting back the overgrowth on the Districts roads to get them back to the required width.
5. Sam is working hard to finalize the busy event schedule.

Committee/Board Reports:

c. Outdoor Courts

Mr. Ketcham provided the update on the Outdoor Courts and said that they were finally done and the only thing left to do is to install some permanent sign, which have already been ordered. He said that there were opening events held at the courts over the weekend, and that unfortunately there was one injury, but otherwise things went very well. As far as the basketball court requires ledge-pack shoulder to be installed to prevent ankle injuries and asphalt damage, prior to opening. Final landscaping around the half-court basketball area will be completed with remaining funds. Mr. Ketcham said that the committee decided against the extra enhancement on the drainage recommended by the contractor due to the concern that eventually the water was going to wash through the walkway onto the lower court. An additional swale had been put it, which was an additional cost of $4,000. He added that the

cost of asphalt was not much more this year so this was not a big increase. Mr. Ketcham said that the committee decided to make the walkway to the racket courts 8 feet wide as opposed to the suggested 4 feet in order to prevent problems with erosion and allow for emergency or other vehicles access. This added another $1,800 to the project cost. Mr. Ketcham said that he had received all the invoices for the project from Vermont Rec and that there are some small things remaining (like the horseshoe/shuffleboard areas) which would be complete after the paining is done.

In conclusion Mr. Ketcham asked the Commission for advice on how to wrap up the Outdoor Courts Committee when all work is complete, as he had suggested to WEA to form a committee that would be responsible for running events on the courts.

There was discussion on what Mr. Ketcham needs to do to end the Committee and how to approve the final minutes.

Mr. Beard said that the striping for the handicapped spots was done this morning, as well as areas behind the building and by the shack were redone. He said that all that remains is the updated signage.

Mr. Ketcham said that there is still a need to pave the walkway and he was researching the methods and their related costs depending on what happens to it in the winter.

Mr. Ketcham said that he has it in his notes that WEA was going to contribute $3,000 to tree management but he was not sure if it was ever approved. Ms. Patti said that she was not sure which budget year the Commission put that line item into and asked if there were any landscaping/groundskeeping funds available. Mr. Beard said that he would need to check.

Discussion ensued about where to find the funds for the walkway paving project. Ms. Patti asked if Mr. Beard could check which line item was used to cover the rock wall and whether ADA compliance funds could also be used as the walkway provides ADA accessibility for the use of the courts as well. She added that she will put this discussion on the July 26th meeting agenda and asked Mr. Ketcham to provide the Commission with the relevant quotes.

Mr. Ketcham also answered questions about refurbishing the horseshoe/shuffleboard area and said that the materials are already available for the job so it will not cost anything; and about the equipment purchased in 2022 for the volleyball court.

Commissioners thanked Mr. Ketcham and the Outdoor Courts Committee for all their work and for a job done very well.

It was noted that despite the decision to redo the courts being a contentious one with some members of the community, it ended up being a good choice to go with Vermont Rec, who did a wonderful job and now the community has a 25-year court that just needs to be maintained.

DRAFT

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

There was a short discussion about the pine trees and the needles on the courts from them and how to find a way to keep the needles off the courts as the trees provide the necessary shade for the courts on very hot and sunny afternoons.

GM's Report

Mr. Beard spoke about the following:

1) He said that he would like to thank the entire staff for a job well done during the 4th of July week. The weather presented a lot of challenges as did staffing levels, but everyone stepped up and overcame it all to give the visitors the best experience possible.
2) The Summit Lounge AC project is proceeding and the six units were hung in the lounge on Monday. What is left is running the electric, plumbing, and charging the units with freon.
3) With all the recent storms, Mr. Baert only had an issue with one tank level sensor, which has been replaced and the system is back to operating normal.
4) The Rec Fund balance as of today is at $170,160.39.
5) The new boiler for the hot tub that failed on Monday has been installed.
6) Rita Donaldson is coming back next Wednesday.

Committee/Board Reports:

a. Planning Board and b. Water & Roads

Tabled to 7/26/2023 meeting.

c. Outdoor Courts

Item was discussed earlier.

d. ADA Accessibility

Ms. Patti provided an update saying that the committee agreed to have a meeting in July to talk about prioritizing projects.

e. Records

Ms. Patti said that committee decided to meet on July 17th.

f. Amenity Profitability

Tabled to 7/26/2023

DRAFT

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

CONSENT CALENDAR

Ms. Patti made a motion to add Item 9.B Outdoor Courts Committee Report to the Agenda. Mr. Spinney duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Manifests

Ms. Patti made a motion to approve the Manifests contained in the meeting handout. Mr. Spinney duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Outdoor Courts Committee Report.

Ms. Patti made a motion to approve the Outdoor Courts Committee Report prepared by Mr. Ketcham. Mr. Spinney duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

GENERAL CALENDAR ITEMS

Update from MRI Consultant Rita Donaldson

Tabled to August 22, 2023.

Update from Roads Manager and Water Superintendent Steve Baert

Ms. Patti said that Mr. Baert provided a written report in lieu of physically being present. She said that the report is part of the packet. Ms. Patti asked Mr. Beard about the Leak Detection grant and Mr. Beard said that Mr. Baert is still waiting on it and that the plan is to do 22 miles of the water system altogether. Then Mr. Beard answered questions about the plan to fix the leaks that are found, other items in Mr. Baert report, and the status of the Pegwood Road water main replacement. Mr. Beard noted that the residents who live on Pegwood Road will be notified in more detail and advised if they want to replace the line going to their house, that would be a good time to do it.

Then the members reviewed the rest of the report and Ms. Patti noted that she is very pleased with all the information that was contained in it.

Schedule review of Draft Master Plan from WEVD Planning Board

Tabled to August 22, 2023.

Commission dialogue with WEA Board re: Building Permit & Handout

Tabled to July 26, 2023. Commissioners requested that Mr. Baert be present during this discussion.

DRAFT

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

Ms. Patti made a motion to table Items 10.B. and 10.D to July 26th meeting. Mr. Spinney duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Ms. Patti noted that the Commission needs to set a public hearing date for modifications to the Water Ordinance to reflect the vote of the from the Annual Meeting.
Ms. Patti made a motion to set the date for the public hearing for modifications to the Water Ordinance to reflect the vote of the from the Annual Meeting to September 27th Commission meeting at 4:00 PM. Mr. Spinney duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye

July 4th week (06/30/23 to 07/09/23) concession & event operations
Mr. Beard provided the following numbers:

- Serviced 876 parties;
- Took in $3,310 in revenue for selling day passes;
- Gross food and beverage sales amounted to $23,149.20;
- Sam Banville managed to make sales by bartender (while being alone or short staffed) that amounted to $10,063.70.
- Emeline made $6,167, Tommy Kelly - $3,000, and Kailee - $3,455.

Commissioners asked Mr. Beard to compare the numbers for the same period in 2022.
Mr. Beard recapped how the holiday weekend went and commended all the staff who stepped up for the occasion. Ms. Patti seconded Mr. Beard's sentiment and commended all the staff for a great job.

Next Meeting: Wednesday, July 26, 2023 @ 4 p.m.

Public Comment Period

- James Cahill via Zoom, spoke about the mailbox project and the recent meeting with the Interim Postmaster. The WEA will be able to start with the first phase of the project and will vote tomorrow to dedicate CIF funds to it in the amount of $30,000, which he did not believe would take that much. The existing boxes will be replaced with five 60-box units and then one eight parcel box unit. Mr. Cahill said that the Postmaster liked the idea of the expanded access pad, so that the driver would not have to back out of the space. Phase two will take place after and will potentially consist of building a wall and placing another same makeup of the same number of
  60 unit boxes and then and then another eight parcel boxes. He said that the Postmaster offered a free letter box to install (cost of installation will be borne by WEA). Mr. Cahill added that

562 Winterbrook Road Campton, NH 03223

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

www.waterville-estatesnh.gov

coordination with the post office is key for this project in terms of what to do with the existing boxes in the meantime, the numbering, etc.) He added that the Interim Postmaster told him that the boxes will not have to be numbered in street order, which was very good news.

Discussion ensued about the widened access area for the mail delivery truck and how it will make mail delivery more efficient. Another discussion was about having to redo the walkway to the mailboxes and the timeline and logistics for both phases of the mailbox project.

Mr. Beard noted that the WEA Board meeting where this will be discussed is tomorrow at 6:30 PM .

Adjourn Meeting

Mr. Spinney made a motion to adjourn the meeting. Ms. Patti duly seconded. Motion passed by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Meeting adjourned at 7:52 PM.

Prepared by Alvina Snegach

DRAFT

Waterville Estates Village District
Treasurer Report 9-Aug

Bank Balances 7/23/2023

Northway Bank	Per Bank	Per QuickBks	Float
WEVD Op Acct:	$233,625	$208,907	$24,719
Water Dept:	$415,572	$411,658	$3,914
Rec Fund:	$104,621	$86,964	$17,656
WEVD Bank of New Hampshire	$1,000	$1,000	$0
Meredith Village Savings			
WEVD Op Holding Acct:	$253,296	$253,296	$0
	$1,008,114	**$961,825**	

Tax Summary		Paid 2021/22	Due
		$3,889,836	**$119,335**
as of 17-Jul			

Campton

	Billed	Paid	Paid 2021/22	Due	Interest Recd
2022	$1,229,625	$1,177,356	$1,177,356	$52,269	$1,930
2021	$1,081,446	$1,093,154	$1,093,154	-$11,708	$1,717
2020	$1,126,745	$1,120,610	$563,037	$6,135	$3,861
2019	$1,124,327	$1,122,635	$15,432	$1,692	$5,450
2018	$1,069,955	$1,046,217	$5,713	$23,738	$12,842
2017	$976,757	$976,765	$0	-$8	$1,334
2016	$985,552	$978,357	$1,109	$7,195	$8,317
2015	$985,422	$965,048	$1,331	$20,374	$7,711
	$8,579,829	**$8,480,143**	**$2,857,132**	**$99,686**	**$43,161**

Thornton

	Billed	Paid	Paid 2021/22	Due	Interest Recd
2022	$390,209	$375,187	$375,187	$15,022	$911
2021	$410,452	$412,499	$412,499	-$2,047	$1,374
2020	$416,001	$415,998	$245,017	$3	$1,486
2019	$360,718	$360,518	$0	$200	$1,532
2018	$324,690	$321,248	$0	$3,442	$2,997
2017	$299,741	$298,137	$0	$1,604	$1,334
2016	$290,944	$289,518	$0	$1,426	$1,109
2015		**Incomplete Info**			
Prior		$8,330	$0		
	$2,492,755	**$2,481,436**	**$1,032,704**	**$19,649**	**$10,743**

2023 Water Fees as of 8/2/2023

	2022+2023				2023 1st Half				2023 2nd Half			
	Total Billed	Total Paid	Total Due	% Due	Billed	Paid	Due	% Due	Billed	Paid	Due	% Due
1 bedroom	29,074	25,993	3,081	10.6%	7,912	7,224	688	8.7%	7,289	6,135	1,154	15.8%
2 bedroom	324,247	309,184	15,062	4.6%	88,639	87,705	933	1.1%	78,585	66,139	12,447	15.8%
3 bedroom	554,179	531,418	22,762	4.1%	150,473	149,392	1,082	0.7%	134,465	113,168	21,297	15.8%
4 bedroom	183,726	176,974	6,752	3.7%	51,231	51,231	-	0.0%	42,629	35,877	6,752	15.8%
5 bedroom	9,230	8,881	349	3.8%	2,502	2,502	-	0.0%	2,204	1,855	349	15.8%
6 bedroom	3,529	3,396	133	3.8%	957	957	-	0.0%	842	709	133	15.8%
7+ bedroom	2,029	1,879	150	7.4%	1,079	1,079	-	0.0%	950	800	150	15.8%
Late Fees	421	421	-	0.0%	421	421	-	0.0%	-	-	-	0.0%
Subtotals	**1,106,434**	**1,058,145**	**48,289**	**4.4%**	**303,214**	**300,511**	**2,703**	**0.9%**	**266,965**	**224,682**	**42,283**	**15.8%**
Undeveloped	103,572	96,413	7,159	6.9%	27,918	26,433	1,485	5.3%	24,622	20,722	3,900	15.8%
Totals	**1,210,006**	**1,154,558**	**55,449**	**4.6%**	**331,132**	**326,944**	**4,188**	**1.3%**	**291,586**	**245,404**	**46,182**	**15.8%**

2022 Water Fees

	2022 All				2022 - 2nd Half Fees				2022 - 1st Half Fees			
	Billed	Paid	Due	% Due	Billed	Paid	Due	% Due	Billed	Paid	Due	% Due
1 bedroom	13,873	12,635	1,238	8.9%	8,074	7,340	734	9.1%	5,799	5,295	504	8.7%
2 bedroom	157,023	155,340	1,683	1.1%	101,064	99,977	1,087	1.1%	55,959	55,363	595	1.1%
3 bedroom	269,241	268,858	383	0.1%	184,359	183,976	383	0.2%	84,882	84,882	-	0.0%
4 bedroom	89,866	89,866	-	0.0%	62,789	62,789	-	0.0%	27,077	27,077	-	0.0%
5 bedroom	4,524	4,524	-	0.0%	3,221	3,221	-	0.0%	1,303	1,303	-	0.0%
6 bedroom	1,730	1,730	-	0.0%	1,250	1,250	-	0.0%	480	480	-	0.0%
7+ bedroom	-	-	-	0.0%	-	-	-	0.0%	-	-	-	0.0%
Subtotals	**536,256**	**532,952**	**3,304**	**0.6%**	**360,757**	**358,552**	**2,204**	**0.6%**	**175,499**	**174,400**	**1,100**	**0.6%**
Undeveloped	51,032	49,258	1,775	3.5%	4,152	3,989	164	3.9%	46,880	45,269	1,611	3.4%
Totals	**587,288**	**582,210**	**5,078**	**0.9%**	**364,909**	**362,541**	**2,368**	**0.6%**	**222,379**	**219,669**	**2,711**	**1.2%**

Waterville Estates
Village District

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

GM Report August 09, 2023

1. Summit Lounge AC project almost completed.
2. Culvert has been installed at the mountain, Shawn has ordered 3 loads of gravel to cover the culvert and firm up the area leading to the wellhead, then the crane can come in to pull the equipment and well testing will commence.
3. Shawn has been replacing lighting around the outdoor pool area.
4. The Pegwood water line project should be started this week weather permitting.
5. Transition to Bank of New Hampshire is going well.
6. Transition to the new MTS software is going well. Rita Donaldson has made some necessary changes for better accountability.
7. We are still looking to fill a couple of open positions, one is building maintenance and the other is roads and water maintenance. I will be posting these positions on our website and on the information board outside.

WEVD Recreation Fund
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
Airgas				
Bill	06/30/2023	Inv #9139627655	9005.12 · Bar Supplies	442.94
Bill	06/30/2023	Inv #5500151328	9005.12 · Bar Supplies	181.16
Total Airgas				624.10
Amoskeag Beverages, Inc.				
Credit	06/06/2023	Inv #3310613	9005.09 · Beer	-200.00
Bill	06/02/2023	Inv #3333561	-SPLIT-	322.15
Bill	06/06/2023	Inv #3346526	9005.09 · Beer	247.95
Bill	06/06/2023	Inv #3356019	9005.09 · Beer	259.60
Bill	06/06/2023	Inv #3365215	9005.09 · Beer	1,079.75
Bill	06/29/2023	Inv #3356116	9005.09 · Beer	619.55
Total Amoskeag Beverages, Inc.				2,329.00
Benjamin Demers - E				
Bill	06/24/2023	Store 3549	9500.27 · Event Expen...	25.00
Bill	06/24/2023	Store 17739	9500.27 · Event Expen...	12.50
Total Benjamin Demers - E				37.50
Handyman Hardware Inc.				
Bill	07/04/2023	Inv #B380648	9005.12 · Bar Supplies	10.00
Bill	07/04/2023	Inv #B380645	9005.12 · Bar Supplies	83.50
Total Handyman Hardware Inc.				93.50
Health Trust				
Bill	07/01/2023	Inv #001468381	-SPLIT-	1,122.67
Total Health Trust				1,122.67
Louie Valente				
Bill	06/29/2023	6/29/23	9300.17 · Misc. Expen...	164.00
Total Louie Valente				164.00
New Hampshire Distributors, Inc.				
Bill	05/24/2023	Inv #542511	-SPLIT-	531.30
Bill	06/01/2023	Inv #547371	-SPLIT-	241.90
Bill	06/01/2023	Inv #547372	9005.09 · Beer	59.85
Bill	06/21/2023	Inv #558932	9005.09 · Beer	299.65
Bill	06/28/2023	Inv #563174	9005.09 · Beer	28.70
Bill	06/28/2023	Inv #563175	9005.09 · Beer	44.95
Bill	07/05/2023	Inv #567467	9005.09 · Beer	24.50
Bill	07/12/2023	Inv #571630	9005.09 · Beer	24.50
Bill	07/12/2023	Inv #571631	9005.09 · Beer	59.85
Bill	07/12/2023	Inv #571629	9005.09 · Beer	422.90
Total New Hampshire Distributors, Inc.				1,738.10
New Hampshire Liquor Commission				
Bill	07/04/2023	Inv #230065212207	-SPLIT-	1,465.45
Total New Hampshire Liquor Commission				1,465.45
Northway Municipal Card - 9944				
Bill	06/30/2023	Inv #021991	9005.07 · Food	19.92
Bill	07/03/2023	Inv #039769	-SPLIT-	26.58
Bill	07/11/2023	Inv #023909	9005.07 · Food	86.53
Total Northway Municipal Card - 9944				133.03
Party Vision				
Bill	06/29/2023	Inv #16890393 Bal.	9500.27 · Event Expen...	1,012.50
Bill	07/07/2023	16890393	9500.27 · Event Expen...	~~1,012.50~~
Total Party Vision				~~2,025.00~~ 1012.50

ACH

ACH

MSK Allison

WEVD Recreation Fund
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
PFG - 62118				
Bill	07/06/2023	Inv #7345756	-SPLIT-	916.62
Bill	07/06/2023	Inv #7348867	-SPLIT-	1,463.51
Total PFG - 62118				2,380.13
Samantha Banville - E				
Bill	06/27/2023	#112-2951988-67...	9500.21 · Bar Supplies	101.31
Bill	06/27/2023	#112-3986568-78...	9500.21 · Bar Supplies	96.93
Bill	07/06/2023	Campton Cupboard	9005.08 · Non Alcohol ...	117.47
Total Samantha Banville - E				315.71
Seven Birches Winery				
Bill	07/07/2023	Inv #141577	9005.09 · Beer	259.20
Total Seven Birches Winery				259.20
Tanya Moses - E				
Bill	07/06/2023	Inv #022962	9005.07 · Food	20.78
Bill	07/07/2023	Inv #566250	9005.07 · Food	17.02
Total Tanya Moses - E				37.80
The WheelersVT Productions				
Bill	07/10/2023	Inv #1702	9500.26 · Entertainment	400.00
Total The WheelersVT Productions				400.00
UniFirst Corporation				
Bill	06/29/2023	Inv #1070240778	9500.22 · Kitchen Sup...	132.88
Bill	07/06/2023	Inv #1070242559	9500.22 · Kitchen Sup...	125.04
Total UniFirst Corporation				257.92
Waterville Estates Village District				
Bill Pmt -Check	02/07/2023	Transfer	1001 · Northway Bank ...	-142.20
General Journal	06/08/2022	RD	1700.1 · Due to WEVD	-35,393.36
Credit	10/07/2022	11567	-SPLIT-	-10,718.16
General Journal	03/31/2022	RD	9300.07 · Payroll Taxes	68.13
Bill Pmt -Check	03/17/2023	6153	1001 · Northway Bank ...	-2,602.98
Bill Pmt -Check	03/21/2023	6159	1001 · Northway Bank ...	-422.38
Credit	12/31/2022	Inv #11628	9500.18 · Reported Tips	-12,474.84
Credit	04/07/2023	Inv #11616	-SPLIT-	-54.13
Bill	03/31/2022	Inv #11531	-SPLIT-	24,085.40
Bill	05/31/2022	11535	-SPLIT-	16,542.91
Bill	06/30/2022	Inv #11543	-SPLIT-	32,334.55
Bill	07/31/2022	Inv #11545	-SPLIT-	30,115.06
Bill	08/22/2022	Inv #11539	9300.25 · Electric	500.09
Bill	08/31/2022	Inv #11547	-SPLIT-	23,965.83
Bill	09/30/2022	Inv #11564	-SPLIT-	26,027.92
Bill	12/31/2022	Inv #11628	-SPLIT-	13,528.04
Bill	05/25/2023	Inv #11638	-SPLIT-	1,524.34
Bill	05/31/2023	Inv #11646	-SPLIT-	1,737.60
Bill	06/02/2023	11640	-SPLIT-	2,012.20
Total Waterville Estates Village District				110,634.02
Wilcor International Inc.				
Credit	07/10/2023	Credt #867092	9005.04 · General Mer...	-36.00
Total Wilcor International Inc.				-36.00
TOTAL				**123,981.13**

5274.14

QB - 107,160.39

Bank - 96,532.84

Total - 13,484.15

107,160.39

- 13484.15

93676.24

Waterville Estates Village District
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
MacDonald Property Management				
Bill	07/11/2023	Inv #2682	4520.16 · Pool Repair ...	5,300.00
Total MacDonald Property Management				5,300.00
Needham Electric Supply Corp.				
Bill	07/12/2023	Inv #S6060417.001	4520.27 · Cap - HVAC ...	10.64
Bill	07/12/2023	Inv #S6060175.001	4520.27 · Cap - HVAC ...	615.51
Bill	07/12/2023	Inv #S6060400.001	4520.27 · Cap - HVAC ...	606.48
Total Needham Electric Supply Corp.				1,232.63
Northway Municipal Card - 0902				
Bill	06/30/2023	#113-9662433-51...	4520.14 · Building Infra...	47.96
Bill	07/05/2023	#113-8937011-46...	4529.1 · Pool Chem & ...	89.97
Bill	07/07/2023	#113-1847998-89...	4529.1 · Pool Chem & ...	18.99
Bill	07/11/2023	#113-5446420-69...	4901.6 · CapTennis/Ba...	25.99
Bill	07/12/2023	#113-5784471-93...	4521.3 · Small Tools	324.00
Bill	07/13/2023	#113-0490818-20...	4520.27 · Cap - HVAC ...	134.00
Total Northway Municipal Card - 0902				640.91
Northway Municipal Card - 7926				
Bill	06/29/2023	18448432114092...	4589 · Water Usage	90.24
Bill	07/06/2023	Trans #826	4199.6 · Postage	68.16
Total Northway Municipal Card - 7926				158.40
Nucar Ford of Plymouth				
Bill	06/22/2023	Inv #45294	4312.23 · Truck Repairs	2,625.94
Total Nucar Ford of Plymouth				2,625.94
Spectrum - 0530				
Bill	06/27/2023	Inv #0020530062...	-SPLIT-	564.93
Total Spectrum - 0530				564.93
Staples Business Advantage				
Bill	06/28/2023	#7611034892-00...	-SPLIT-	71.04
Total Staples Business Advantage				71.04
State of New Hampshire- DOT				
Bill	07/11/2023	Inv #346284	4521.1 · Fuel - Gas	629.20
Total State of New Hampshire- DOT				629.20
United Construction & Forestry				
Bill Pmt -Check	07/01/2022	27574	1001 · Northway Bank	(804.64)
Total United Construction & Forestry				(804.64)
White Wolf Striping				
Bill	07/12/2023	Inv #2604	4901.6 · CapTennis/Ba...	346.00
Total White Wolf Striping				346.00
TOTAL				**58,171.59**

QB- 41,249.95
Bank- 48,462.80

Total- 56,865.89

41249.95
(56865.89)

(15615.94)

Waterville Estates Village District
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
Airgas				
Bill	06/30/2023	Inv #91396327655	4529.1 · Pool Chem & ...	3,706.52
Total Airgas				3,706.52
Alvina Snegach				
Bill	06/27/2023	Comm Meeting	4199.19 · Contracted/ ...	50.00
Total Alvina Snegach				50.00
Amerigas 202303137 Com Ctr				
Bill	07/12/2023	Inv #3152657250	4529.1 · Pool Chem & ...	3,925.59
Total Amerigas 202303137 Com Ctr				3,925.59
Belknap Tire & Auto Repair, LLC				
Bill	07/05/2023	Inv #287862	4312.21 · Maintenance ...	200.00
Total Belknap Tire & Auto Repair, LLC				200.00
Certified Computer Solutions, LLC				
Bill	07/06/2023	Inv #21451	4199.5 · Computer Ser...	2,208.00
Total Certified Computer Solutions, LLC				2,208.00
CM Whitcher Rubbish Removal				
Bill	07/01/2023	Inv #97994	4529.11 · Trash Removal	1,001.00
Total CM Whitcher Rubbish Removal				1,001.00
Cohen Steel Supply, Inc.				
Bill	02/02/2023	Inv #1228518	-SPLIT-	397.60
Total Cohen Steel Supply, Inc.				397.60
Conway Technology Group				
Bill	07/03/2023	Inv #IN3915796	-SPLIT-	257.28
Total Conway Technology Group				257.28
Deluxe				
Bill	01/18/2023	Inv #02052870249	4311.1 · Office Supplies	486.93
Total Deluxe				486.93
Dennis Ford				
Bill	07/01/2023	Inv #2023-1	4312.13 · Culvert Expe...	175.00
Total Dennis Ford				175.00
Dirt Designs				
Bill	07/13/2023	Grating	4312.34 · Contracted G...	10,450.00
Total Dirt Designs				10,450.00
Duffield Engineering & Consulting				
Bill	05/12/2019		4520.26 · Cap - Septic ...	1,300.00
Total Duffield Engineering & Consulting				1,300.00
Eversource- 5091 Pegwood				
Bill	06/27/2023		4220.3 · Fire & Security	17.80
Total Eversource- 5091 Pegwood				17.80
Eversource - 0067 Parker Rd				
Bill	06/27/2023		4589.36 · Rec Ski Elect...	220.04
Total Eversource - 0067 Parker Rd				220.04

ACH

Waterville Estates Village District
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
Eversource - 1028 - Skate Shack				
Bill	06/27/2023		4520.17 · Outdoor Light....	16.74
Total Eversource - 1028 - Skate Shack				16.74
Eversource - 1063- Comm Center				
Bill	06/27/2023		4520.18 · Building Elec...	5,038.50
Total Eversource - 1063- Comm Center				5,038.50
Eversource - 1074 Over Flow Parking				
Bill	07/03/2023		4520.17 · Outdoor Light...	75.64
Total Eversource - 1074 Over Flow Parking				75.64
Eversource - 9037				
Bill	06/27/2023		4589.36 · Rec Ski Elect...	17.02
Total Eversource - 9037				17.02
Eversource -0085 - 8 Snow Trail				
Bill	06/27/2023		4220.3 · Fire & Security	27.15
Total Eversource -0085 - 8 Snow Trail				27.15
Eversource - 0026 - 8 Snow Trail				
Bill	06/27/2023		4312.31 · Shop Electricity	129.65
Total Eversource - 0026 - 8 Snow Trail				129.65
Eversource - 0092 - Base Lodge				
Bill	06/27/2023		4589.36 · Rec Ski Elect...	806.89
Total Eversource - 0092 - Base Lodge				806.89
Eversource - 5011 - Lift Shack				
Bill	06/27/2023		4589.36 · Rec Ski Elect...	157.84
Total Eversource - 5011 - Lift Shack				157.84
First BankCard - 2124 CS				
Bill	06/30/2023	Inv #P1-85877091	-SPLIT-	236.66
Total First BankCard - 2124 CS				236.66
Handy Man Hardware				
Bill	07/05/2023	Inv #B380720	-SPLIT-	32.50
Bill	07/07/2023	Inv #B381163	4520.27 · Cap - HVAC ...	98.97
Bill	07/07/2023	Inv #B381227	4520.27 · Cap - HVAC ...	30.00
Bill	07/10/2023	Inv #B381661	-SPLIT-	38.00
Bill	07/11/2023	Inv #B384841	4901.6 · CapTennis/Ba...	50.00
Bill	07/11/2023	Inv #B381774	-SPLIT-	28.94
Bill	07/11/2023	Inv #B381884	-SPLIT-	45.00
Total Handy Man Hardware				323.41
Health Trust				
Bill	07/01/2023	Inv #001468381	-SPLIT-	15,755.63
Bill	07/06/2023	Inv #77402	4199.07 · FSA Fee	51.29
Total Health Trust				15,806.92
JP Pest Services				
Bill	06/28/2023	Inv #3524800	4529.8 · Pest Control	152.00
Total JP Pest Services				152.00
JS Adams Lock & Security				
Bill	06/29/2023	Inv #026687	4220.3 · Fire & Security	223.00
Total JS Adams Lock & Security				223.00

WEVD Water Department
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
Amerigas - 202303134				
Bill	06/30/2023	Inv #315238463	4332.5 · Equipment Rental	210.28
Total Amerigas - 202303134				210.28
Badger Meter				
Bill	06/29/2023	Inv #80131696	4909.14 · Water Meter Up...	46.55
Total Badger Meter				46.55
Conway Technology Group				
Bill	07/03/2023	Inv #IN3915796	4332.14 · Office Supplies	128.63
Total Conway Technology Group				128.63
Electrical Installations				
Bill	06/26/2023	Inv #S2315101	4332.1 · System Repairs,...	4,869.26
Total Electrical Installations				4,869.26
Everett J. Prescott Inc.				
Bill	06/30/2023	Inv #6191329	4332.1 · System Repairs,...	12,188.00
Total Everett J. Prescott Inc.				12,188.00
Eversource - 4017 - Pegwood				
Bill	06/27/2023		4332.9 · Water System El...	30.62
Total Eversource - 4017 - Pegwood				30.62
Eversource - 9021 Water System				
Bill	06/27/2023		4332.9 · Water System El...	4,321.78
Total Eversource - 9021 Water System				4,321.78
Eversource - 0025 - 7 Reservoir Rd				
Bill	06/27/2023		4332.9 · Water System El...	188.65
Total Eversource - 0025 - 7 Reservoir Rd				188.65
Eversource - 1029 - Pump House				
Bill	06/27/2023		4332.9 · Water System El...	93.09
Total Eversource - 1029 - Pump House				93.09
Eversource - 1039 43 Pegwood				
Bill	06/27/2023		4332.9 · Water System El...	16.21
Total Eversource - 1039 43 Pegwood				16.21
Eversource - 6058 - Donovan Farm Rd				
Bill	06/27/2023		4332.9 · Water System El...	16.21
Total Eversource - 6058 - Donovan Farm Rd				16.21
Eversource - 6092 - Richardson Trail				
Bill	06/27/2023		4332.9 · Water System El...	18.87
Total Eversource - 6092 - Richardson Trail				18.87
First BankCard - 2124 CS				
Bill	06/30/2023	Inv # P1-85877091	4332.12 · Licenses/fees/e...	118.34
Total First BankCard - 2124 CS				118.34
Granite State Rural Water Association				
Bill	06/26/2023	Inv #11542	4332.12 · Licenses/fees/e...	128.00
Total Granite State Rural Water Association				128.00

WEVD Water Department
Unpaid Bills Detail
As of July 13, 2023

Type	Date	Num	Split	Open Balance
Handyman Hardware				
Bill	06/30/2023	Inv #B380003	4332.1 · System Repairs,...	28.00
Bill	06/30/2023	Inv #B380031	4332.1 · System Repairs,...	72.00
Bill	07/12/2023	Inv #B382005	4332.1 · System Repairs,...	64.00
Total Handyman Hardware				164.00
Northway Municipal Card - 7926				
Bill	06/30/2023	Trans #777	4332.15 · Postage	63.00
Total Northway Municipal Card - 7926				63.00
Staples Business Advantage				
Bill	06/28/2023	#7611034892-00...	4332.14 · Office Supplies	35.51
Total Staples Business Advantage				35.51
Stiles Company				
Bill	06/26/2023	Inv 3305705	4332.1 · System Repairs,...	962.73
Total Stiles Company				962.73
Treasurer, State Of NH - DES				
Bill	06/28/2023	Inv #193111	4332.2 · Water Testing - ...	15.00
Total Treasurer, State Of NH - DES				15.00
Waterville Estates Village District				
Bill Pmt -Check	02/28/2023	1342	Northway Water Account	-0.03
Total Waterville Estates Village District				-0.03
TOTAL				**23,614.70**

QB - 442,578.32

Bank - 445,475.53

Total -23,450.73

442,578.32
(23,450.73)

419,127.59

WEVD Recreation Fund
Unpaid Bills Detail
As of July 20, 2023

Type	Date	Num	Split	Open Balance
Waterville Estates Village District				
Bill Pmt -Check	02/07/2023	Transfer	1001 · Northway Bank - R...	-142.20
General Journal	06/08/2022	RD	1700.1 · Due to WEVD	-35,393.36
Credit	10/07/2022	11567	-SPLIT-	-10,718.16
General Journal	03/31/2022	RD	9300.07 · Payroll Taxes	68.13
Bill Pmt -Check	03/17/2023	6153	1001 · Northway Bank - R...	-2,602.98
Bill Pmt -Check	03/21/2023	6159	1001 · Northway Bank - R...	-422.38
Credit	12/31/2022	Inv #11628	9500.18 · Reported Tips	-12,474.84
Credit	04/07/2023	Inv #11616	-SPLIT-	-54.13
Bill	03/31/2022	Inv #11531	-SPLIT-	24,085.40
Bill	05/31/2022	11535	-SPLIT-	16,542.91
Bill	06/30/2022	Inv #11543	-SPLIT-	32,334.55
Bill	07/31/2022	Inv #11545	-SPLIT-	30,115.06
Bill	08/22/2022	Inv #11539	9300.25 · Electric	500.09
Bill	08/31/2022	Inv #11547	-SPLIT-	23,965.83
Bill	09/30/2022	Inv #11564	-SPLIT-	26,027.92
Bill	12/31/2022	Inv #11628	-SPLIT-	13,528.04
Bill	06/09/2023	Inv #11648	-SPLIT-	2,841.34
Bill	06/16/2023	INv #11650	-SPLIT-	1,663.10
Bill	06/22/2023	Inv #11652	-SPLIT-	848.84
Bill	06/30/2023	Inv #11654	-SPLIT-	1,996.31
Bill	07/06/2023	Inv #11656	-SPLIT-	2,880.49
Total Waterville Estates Village District				115,589.96
Wilcor International Inc.				
Credit	07/10/2023	Credt #867092	9005.04 · General Merch...	-36.00
Bill	07/12/2023	Inv #867410	9005.04 · General Merch...	440.26
Total Wilcor International Inc.				404.26
TOTAL				**122,566.93**

10,230.08

QB - 93,676.24

Bank - 98,654.58

Total - 13,433.90

93,676.24
<13,433.90>
80,242.34

Waterville Estates Village District
Unpaid Bills Detail
As of July 20, 2023

Type	Date	Num	Split	Open Balance
Airgas				
Bill	06/30/2023	Inv #91396327655	4529.1 · Pool Chem & ...	2,706.52
Total Airgas				2,706.52
Alvina Snegach				
Bill	07/12/2023	Commiss. Meeting	4199.17 · Annual Meeti...	120.00
Total Alvina Snegach				120.00
Amerigas 202303137 Com Ctr				
Bill	07/14/2023	Inv #3152723441	4529.1 · Pool Chem & ...	4,597.80
Total Amerigas 202303137 Com Ctr				4,597.80
CM Whitcher Rubbish Removal				
Bill	07/17/2023	Inv #98302	4529.11 · Trash Remo...	75.00
Total CM Whitcher Rubbish Removal				75.00
Consolidated- 7331 10				
Bill	07/12/2023		4589.08 · Rec Telepho...	57.84
Total Consolidated- 7331 10				57.84
Consolidated- 7408 Alarm				
Bill	07/12/2023		4220.3 · Fire & Security	195.49
Total Consolidated- 7408 Alarm				195.49
Consolidated- Shop 8279				
Bill	07/12/2023		4220.3 · Fire & Security	57.84
Total Consolidated- Shop 8279				57.84
Consolidated -8958 - Alarm				
Bill	07/12/2023		4220.1 · Alarm, Fire & ...	50.82
Total Consolidated -8958 - Alarm				50.82
Consolidated Comm. - 5220				
Bill	07/12/2023		4589.08 · Rec Telepho...	112.76
Total Consolidated Comm. - 5220				112.76
Consolidated Comm. - Fax 4707				
Bill	07/12/2023		4589.08 · Rec Telepho...	57.84
Total Consolidated Comm. - Fax 4707				57.84
Deluxe				
Bill	01/18/2023	Inv #02052870249	4311.1 · Office Supplies	486.93
Total Deluxe				486.93
Duffield Engineering & Consulting				
Bill	05/12/2019		4520.26 · Cap - Septic ...	1,300.00
Total Duffield Engineering & Consulting				1,300.00
First BankCard - 2124 CS				
Bill	07/02/2023	Inv #INV00817761	4589.06 · Rec License...	9.95
Bill	07/14/2023	Inv #E0700OCOK9	4199.10 · Licenses/Fe...	12.50
Total First BankCard - 2124 CS				22.45

ACH

Waterville Estates Village District
Unpaid Bills Detail
As of July 20, 2023

Type	Date	Num	Split	Open Balance
Handy Man Hardware				
Bill	06/12/2023	Inv #B376932	4520.14 · Building Infra...	9.50
Bill	07/05/2023	Inv #B380720	-SPLIT-	32.50
Bill	07/07/2023	Inv #B381163	4520.27 · Cap - HVAC ...	98.97
Bill	07/07/2023	Inv #B381227	4520.27 · Cap - HVAC ...	30.00
Bill	07/10/2023	Inv #B381661	-SPLIT-	38.00
Bill	07/11/2023	Inv #B384841	4901.6 · CapTennis/Ba...	50.00
Bill	07/11/2023	Inv #B381774	-SPLIT-	28.94
Bill	07/11/2023	Inv #B381884	-SPLIT-	45.00
Bill	07/13/2023	Inv #B382173	-SPLIT-	247.16
Bill	07/13/2023	Inv #A195634	4521.3 · Small Tools	40.00
Bill	07/13/2023	Inv #B382130	-SPLIT-	43.00
Bill	07/17/2023	Inv #B382792	-SPLIT-	19.50
Bill	07/17/2023	Inv #B382815	-SPLIT-	64.95
Total Handy Man Hardware				747.52
JP Pest Services				
Bill	07/13/2023	Inv #3552435	4529.8 · Pest Control	152.00
Bill	07/13/2023	Inv #3552433	4529.8 · Pest Control	234.00
Total JP Pest Services				386.00
Needham Electric Supply Corp.				
Bill	07/13/2023	Inv #S6060472.003	4520.27 · Cap - HVAC ...	21.66
Bill	07/13/2023	Inv #S6060472.002	4520.27 · Cap - HVAC ...	40.69
Bill	07/13/2023	Inv #S6060472.001	4520.27 · Cap - HVAC ...	611.34
Bill	07/13/2023	Inv #S6060472.004	4520.27 · Cap - HVAC ...	1.13
Total Needham Electric Supply Corp.				674.82
Northway Municipal Card - 0902				
Bill	07/11/2023	#113-9998576-826...	4589.34 · Front Desk E...	97.04
Bill	07/14/2023	#113-3259131-301...	4220.1 · Alarm, Fire & ...	15.34
Bill	07/14/2023	#113-61135256864...	-SPLIT-	103.42
Total Northway Municipal Card - 0902				215.80
Ray Johnson				
Bill	07/17/2023	Ground 3 Pine Stu...	4529.9 · Landscaping	400.00
Total Ray Johnson				400.00
Sanel NAPA Auto Parts				
Bill	07/18/2023	Inv #1001565	4312.21 · Maintenance...	126.10
Total Sanel NAPA Auto Parts				126.10
Staples Business Advantage				
Bill	04/25/2023	#1648469978	4311.1 · Office Supplies	62.45
Bill	07/14/2023	Inv #7611771977-0...	-SPLIT-	187.17
Total Staples Business Advantage				249.62
United Construction & Forestry				
Bill Pmt -Check	07/01/2022	27574	1001 · Northway Bank	(804.64)
Total United Construction & Forestry				(804.64)
Upton & Hatfield, LLP				
Bill	07/11/2023	Inv #163375	-SPLIT-	337.50
Total Upton & Hatfield, LLP				337.50
TOTAL				**12,174.01**

683.01

QB - 250,361.50

Bank - 291,120.64

Total - 11,127.21

250,361.50
< 11,127.21
239,234.29

WEVD Water Department
Unpaid Bills Detail
As of July 20, 2023

Type	Date	Num	Split	Open Balance
F.W.Webb Company				
Bill	07/11/2023	Inv #81501779	4332.1 · System Repairs,...	525.25
Total F.W.Webb Company				525.25
Handyman Hardware				
Bill	06/30/2023	Inv #B380003	4332.1 · System Repairs,...	28.00
Bill	06/30/2023	Inv #B380031	4332.1 · System Repairs,...	72.00
Bill	07/12/2023	Inv #B382005	4332.1 · System Repairs,...	64.00
Bill	07/13/2023	Inv #B382234	4332.1 · System Repairs,...	165.00
Bill	07/14/2023	Inv #B382334	4332.1 · System Repairs,...	53.00
Bill	07/17/2023	Inv #B382815	-SPLIT-	95.50
Total Handyman Hardware				433.25 477.50
Staples Business Advantage				
Bill	07/14/2023	7611771977-0001	4332.14 · Office Supplies	34.79
Total Staples Business Advantage				34.79
Upton & Hatfield, LLP				
Bill	07/11/2023	Inv #163375	-SPLIT-	1,642.50
Total Upton & Hatfield, LLP				1,642.50
Waterville Estates Village District				
Bill Pmt -Check	02/28/2023	1342	Northway Water Account	-0.03
Bill	06/09/2023	Inv #11647	-SPLIT-	1,734.78
Bill	06/16/2023	Inv #11649	-SPLIT-	3,089.35
Bill	06/22/2023	Inv #11651	-SPLIT-	810.90
Bill	06/30/2023	Inv #11653	-SPLIT-	1,245.89
Bill	07/06/2023	Inv #11655	-SPLIT-	2,186.74
Total Waterville Estates Village District				9,067.63
TOTAL				**11,747.67**

26.40
16.50
5.30
16.05
44.25

QB - 420,660.83
Bank - 433,947.17

Total 11,703.45

420,660.83
11,703.45
408,957.38

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**7/31/2023**	**9593**	**AAA Pump Service, Inc**			
	WO-426		7/28/2023	1,292.00	0.00	1,292.00
	01.4314.003.630 / B&G - BUILDING REPAIRS				1,292.00	
				Total Check #:	**0**	**1,292.00**
0	**7/31/2023**	**210**	**AMERIGAS**			
	3152907813		7/19/2023	240.64	0.00	240.64
	01.4314.003.614 / B&G - CLEANING SUPPLIES				240.64	
	Propane					
				Total Check #:	**0**	**240.64**
0	**7/31/2023**	**210**	**AMERIGAS**			
	3153088968		7/27/2023	73.22	0.00	73.22
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				73.22	
	Propane					
				Total Check #:	**0**	**73.22**
0	**7/31/2023**	**4500**	**CARDMEMBER SERVICE**			
	040178		7/20/2023	115.56	0.00	115.56
	03.4523.002.620 / LNG - BAR SUPPLIES				11.46	
	03.3401.001.002 / LNG - FOOD				104.10	
				Total Check #:	**0**	**115.56**
0	**7/31/2023**	**4460**	**CARDMEMBER SERVICES**			
	1338896192		7/27/2023	1,437.59	0.00	1,437.59
	01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION				1,437.59	
	Network Soultions Payment for Domain					
				Total Check #:	**0**	**1,437.59**
0	**7/31/2023**	**4440**	**CARDMEMBER SERVICES**			
	113-4550453-8020218		7/26/2023	28.47	0.00	28.47
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				28.47	
	Taylor R-0002-A Reagent #2 Chlorine					

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
				Total Check #:	**0**		**28.47**
0	**7/31/2023**	**5640**	**CHARTER COMMUNICATIONS**				
	0046907071223		7/28/2023	143.21	0.00		143.21
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					143.21	
	Internet/Phone @ Shop						
				Total Check #:	**0**		**143.21**
0	**7/31/2023**	**1150**	**CM WHITCHER RUBBISH REMOVAL**				
	98302		7/17/2023	75.00	0.00		75.00
	01.4314.003.616 / B&G - TRASH REMOVAL					75.00	
	Trucking Charge for pick up Mon 7/17 after container was blocked FRI 7/14						
				Total Check #:	**0**		**75.00**
0	**7/31/2023**	**7050**	**COCA-COLA BOTTLING COMPANY**				
	35893675005		6/30/2023	436.69	0.00		436.69
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES					436.69	
	36361689003		6/30/2023	532.03	0.00		532.03
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES					532.03	
	36580144004		7/14/2023	540.09	0.00		540.09
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES					540.09	
	36580144005		7/14/2023	65.02	0.00		65.02
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES					65.02	
	36694015004		7/21/2023	435.06	0.00		435.06
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES					435.06	
				Total Check #:	**0**		**2,008.89**
0	**7/31/2023**	**1270**	**CONSOLIDATED COMMUNICATION**				
	JULY 18		7/26/2023	129.47	0.00		129.47
	01.4299.001.814 / PSAFE - ALARM - SECURITY					129.47	
	BABL Fire Alarm						
				Total Check #:	**0**		**129.47**

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**7/31/2023**	**1290**	**CONSOLIDATED COMMUNICATIONS**			
	JULY 24TH BILL		7/28/2023	121.00	0.00	121.00
	01.4299.001.814 / PSAFE - ALARM - SECURITY				121.00	
				Total Check #:	**0**	**121.00**
0	**7/31/2023**	**1300**	**CONSOLIDATED COMMUNICATIONS**			
	JULY 24TH BILL		7/24/2023	3.60	0.00	3.60
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER				3.60	
				Total Check #:	**0**	**3.60**
0	**7/31/2023**	**1330**	**CONSOLIDATED COMMUNICATIONS**			
	7/21/23		7/27/2023	121.00	0.00	121.00
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER Alarm				121.00	
				Total Check #:	**0**	**121.00**
0	**7/31/2023**	**1360**	**CONSOLIDATED COMMUNICATIONS**			
	JULY 18		7/26/2023	117.78	0.00	117.78
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER Alarm Fire & Water				117.78	
				Total Check #:	**0**	**117.78**
0	**7/31/2023**	**1730**	**DUBOIS & KING, INC.**			
	623213		7/28/2023	1,900.00	0.00	1,900.00
	01.4312.001.390 / HWY - CONSULTING Project #226321P3				1,900.00	
	723186		7/19/2023	620.00	0.00	620.00
	01.4312.001.390 / HWY - CONSULTING Strategic Planning				620.00	
				Total Check #:	**0**	**2,520.00**
0	**7/31/2023**	**2230**	**FIRST BANKCARD**			
	311083		7/28/2023	40.50	0.00	40.50

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
		01.4520.003.620 / REC - MISC EXPENSES				20.25	
		Northeast Record Retention - P/U, Shred & replace bag					
		01.4130.002.620 / EXEC - MISCELLANEOUS EXPENSSE				20.25	
		Northeast Record Retention - P/U, Shred & replace bag					
				Total Check #:	**0**		**40.50**
0	**7/31/2023**	**2630**	**HEALTH TRUST**				
	001472091		8/01/2023	14,632.96	0.00	14,632.96	
		01.4312.001.211 / HWY - DENTAL INSURANCE				21.95	
		Health & Dental					
		01.4914.000.000 / TRF - CONTRIBUTION TO WATER DEPARTMENT				1,122.66	
		Health & Dental					
		01.4525.001.210 / FBF - HEALTH INSURANCE				1,078.78	
		Health & Dental					
		01.4525.001.211 / FBF - DENTAL INSURANCE				43.89	
		Health & Dental					
		01.4521.001.211 / FD - DENTAL INSURANCE				87.78	
		Health & Dental					
		01.4312.001.210 / HWY - HEALTH INSURANCE				539.39	
		Health & Dental					
		01.4525.001.211 / FBF - DENTAL INSURANCE				84.96	
		Health & Dental					
		01.4525.001.210 / FBF - HEALTH INSURANCE				1,078.78	
		Health & Dental					
		01.4130.001.211 / EXEC - DENTAL INSURANCE				150.80	
		Health & Dental					
		01.4130.001.210 / EXEC - HEALTH INSURANCE				3,775.73	
		Health & Dental					
		01.4314.001.211 / B&G - DENTAL INSURANCE				175.56	
		Health & Dental					
		01.4314.001.210 / B&G - HEALTH INSURANCE				4,315.12	
		Health & Dental					
		01.4521.001.210 / FD - HEALTH INSURANCE				2,157.56	
		Health & Dental					
		01.4312.001.211 / HWY - DENTAL INSURANCE				-21.95	
		Health & Dental					
		02.4331.520.211 / WTR - DENTAL INSURANCE				21.95	
		Health & Dental					
		01.4312.001.211 / HWY - DENTAL INSURANCE				-21.95	
		Health & Dental					

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
		02.4331.520.211 / WTR - DENTAL INSURANCE				21.95	
		Health & Dental					
		01.4312.001.210 / HWY - HEALTH INSURANCE				-539.39	
		Health & Dental					
		02.4331.520.210 / WTR - HEALTH INSURANCE				539.39	
		Health & Dental					
		01.4525.001.211 / FBF - DENTAL INSURANCE				-43.89	
		Health & Dental					
		03.4520.001.211 / LNG - DENTAL INSURANCE				43.89	
		Health & Dental					
		01.4525.001.210 / FBF - HEALTH INSURANCE				-1,078.78	
		Health & Dental					
		03.4520.001.210 / LNG - HEALTH INSURANCE				1,078.78	
		Health & Dental					
		01.4914.000.000 / TRF - CONTRIBUTION TO WATER DEPARTMENT				-1,122.66	
		Health & Dental					
		02.4331.520.210 / WTR - HEALTH INSURANCE				1,122.66	
		Health & Dental					
		01.4312.001.210 / HWY - HEALTH INSURANCE				-539.39	
		Health & Dental					
		01.4312.001.210 / HWY - HEALTH INSURANCE				539.39	
		Health & Dental					
		02.4331.520.210 / WTR - HEALTH INSURANCE				-539.39	
		Health & Dental					
		01.4312.001.210 / HWY - HEALTH INSURANCE				539.39	
		Health & Dental					
				Total Check #:	**0**		**14,632.96**
0	**7/31/2023**	**2850**	**IRVING ENERGY**				
	46815		7/25/2023	2,379.15	0.00	2,379.15	
		01.4312.002.823 / HWY - DIESEL				2,379.15	
		Diesel					
				Total Check #:	**0**		**2,379.15**
0	**7/31/2023**	**9592**	**National Ski Areas Association**				
	164757		7/24/2023	200.00	0.00	200.00	
		01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION				200.00	
		Membership Dues					

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
				Total Check #:	**0**		**200.00**
0	**7/31/2023**	**8060**	**NEEDHAM ELECTRIC SUPPLY**				
	S6062021.002		7/17/2023	0.90	0.00		0.90
	01.4903.022.004 / HVAC REPAIRS					0.90	
	Thep 344 1x3/4 Red Wash						
				Total Check #:	**0**		**0.90**
0	**7/31/2023**	**4070**	**NEEDHAM ELECTRIC SUPPLY CORP.**				
	S6062021.001		7/14/2023	92.87	0.00		92.87
	01.4903.022.004 / HVAC REPAIRS					92.87	
	HVAC Project Parts						
				Total Check #:	**0**		**92.87**
0	**7/31/2023**	**4150**	**NEW HAMPSHIRE LIQUOR COMMISSION**				
	230019006599		7/24/2023	109.94	0.00		109.94
	03.3409.001.006 / COG - LIQUOR					15.99	
	Seew Tea Vodka						
	03.3409.001.006 / COG - LIQUOR					15.99	
	Cranberry Vodka						
	03.3409.001.006 / COG - LIQUOR					38.99	
	Tanteo Habanero						
	03.3409.001.008 / COG - WINE					38.97	
	(3) Oyster Bay Svgn Bl						
	230065002318		7/28/2023	168.87	0.00		168.87
	03.3409.001.008 / COG - WINE					168.87	
	Wine						
				Total Check #:	**0**		**278.81**
0	**7/31/2023**	**9300**	**NORTHWAY MUNICIPAL CARD - 0902**				
	111-3448873-9500225		7/28/2023	39.99	0.00		39.99
	03.4523.003.612 / LNG - EVENT EXPENSES					39.99	
	Plastic Wrist Bands						
	113-1511239-7024209		7/19/2023	1,799.96	0.00		1,799.96
	01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE					1,799.96	

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	(4) Pool Pumps						
	113-2128892-9429047			7/18/2023	18.99	0.00	18.99
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					18.99	
	Clarifier						
	113-2300302-8368260			7/26/2023	20.89	0.00	20.89
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER					20.89	
	Fire Alarm Keys						
	113-2491145-1540236			7/26/2023	39.99	0.00	39.99
	01.4312.002.611 / HWY - SMALL TOOLS					39.99	
	PVC Pipe Cutter						
	113-3413405-9860267			7/27/2023	44.90	0.00	44.90
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					44.90	
	R-002-C No. 2 Reagent						
	113-3572714-4991437			7/18/2023	53.78	0.00	53.78
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					53.78	
	R0001 DPD Reagent						
	113-4550453-8020218			7/26/2023	28.47	0.00	28.47
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					28.47	
	R-0002-A Reagent						
	113-5081514-1349061			7/19/2023	29.95	0.00	29.95
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					29.95	
	R-0004-E Reagent						
	113-7400003-1630615			7/21/2023	153.90	0.00	153.90
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER					153.90	
	Door Holder Flush Wall Mount						
	113-9664711-8275449			7/26/2023	81.30	0.00	81.30
	01.4524.003.631 / POOL - POOL REPAIRS & MAINTENANCE					81.30	
	Air Relief Assembly						
					Total Check #:	**0**	**2,312.12**
0	**7/31/2023**	**4810**	**PERFORMANCE FOOD GROUP**				
	7355431			7/13/2023	1,871.63	0.00	1,871.63
	03.4523.002.611 / LNG - KITCHEN SUPPLIES					69.00	
	03.4523.002.620 / LNG - BAR SUPPLIES					458.91	
	03.3401.001.002 / LNG - FOOD					1,343.72	

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	7362312		7/28/2023	1,103.26	0.00	1,103.26
	03.3401.001.002 / LNG - FOOD					426.51
	03.4523.002.611 / LNG - KITCHEN SUPPLIES					542.00
	03.4523.002.620 / LNG - BAR SUPPLIES					134.75
				Total Check #:	**0**	**2,974.89**
0	**7/31/2023**	**5390**	**SANEL AUTO PARTS**			
	1006150		7/25/2023	163.32	0.00	163.32
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE Brake Parts Cleaner					93.36
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE Napa FSHM 5W30 5QT					45.98
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE Oil Filter					23.98
				Total Check #:	**0**	**163.32**
0	**7/31/2023**	**5630**	**SPECTRUM**			
	0035967071423		7/14/2023	534.35	0.00	534.35
	01.4130.002.350 / EXEC - TELEPHONE & INTERNET					534.35
				Total Check #:	**0**	**534.35**
0	**7/31/2023**	**5630**	**SPECTRUM**			
	0020530062723		7/27/2023	564.93	0.00	564.93
	01.4521.002.350 / FD - TELEPHONE/CELL PHONE					24.99
	01.4520.002.345 / REC - CABLE					22.20
	01.4520.002.345 / REC - CABLE					156.92
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					114.99
	01.4520.002.344 / REC - INTERENET					114.99
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					25.00
	01.4130.002.350 / EXEC - TELEPHONE & INTERNET					24.99
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					25.00
	01.4130.002.350 / EXEC - TELEPHONE & INTERNET					24.99
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					25.00
	01.4521.002.350 / FD - TELEPHONE/CELL PHONE					2.93
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					2.93

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Total Check #:	**0**	**564.93**
0	**7/31/2023**	**6180**	**UNIFIRST CORPORATION**			
	1070246182		7/26/2023	100.14	0.00	100.14
	03.4523.002.611 / LNG - KITCHEN SUPPLIES				100.14	
	Kitchen Supplies					
				Total Check #:	**0**	**100.14**
0	**7/31/2023**	**6280**	**VERIZON WIRELESS**			
	9939120198		7/31/2023	225.58	0.00	225.58
	01.4312.002.351 / HWY - CELL PHONES				110.25	
	01.4312.002.351 / HWY - CELL PHONES				115.33	
				Total Check #:	**0**	**225.58**
0	**7/31/2023**	**6600**	**WILCOR INTERNATIONAL INC.**			
	866320		6/29/2023	238.00	0.00	238.00
	03.3409.001.003 / COG - GENERAL MERCHANDISE				238.00	
				Total Check #:	**0**	**238.00**

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 10 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
7/31/2023	**Check Manifest**	**Batch:**	**10**	**Chk Count:**	**30**	**Total Amnt:**	**33,165.95**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	25,120.44
02	WATER FUND	1,166.56
03	RECREATION FUND	6,878.95

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 9 **Northway Water Department**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**7/31/2023**	**9270**	**NH ELECTTRIC CO-OP**			
	JULY 23		7/26/2023	3,102.75	0.00	3,102.75
	02.4331.520.340 / WTR - ELECTRICITY				3,102.75	
	Liberty Lane					
				Total Check #:	**0**	**3,102.75**
0	**7/31/2023**	**9300**	**PO BOX 790408**			
	111-8893160-1176256		7/20/2023	399.00	0.00	399.00
	02.4331.520.641 / WTR - SYSTEM REPAIRS				399.00	
	Back-Up pumps for chemical / treatment building					
				Total Check #:	**0**	**399.00**
0	**7/31/2023**	**9591**	**Ti Sales**			
	INV0159934		7/26/2023	196.05	0.00	196.05
	02.4331.520.641 / WTR - SYSTEM REPAIRS				57.84	
	LMI Tubing Connection Kit 1/4"					
	02.4331.520.641 / WTR - SYSTEM REPAIRS				111.28	
	PVC Tubing Connector 1/2"					
	02.4331.520.641 / WTR - SYSTEM REPAIRS				26.93	
	Freight					
				Total Check #:	**0**	**196.05**
0	**/ /**	**6280**	**VERIZON WIRELESS**			
	9939120198W		7/31/2023	82.12	0.00	82.12
	02.4331.520.240 / WTR - LICENSES, FEEES, & EDUCATION				82.12	
				Total Check #:	**0**	**82.12**

Check Manifest - by Payee

Date: 7/31/2023 **Batch ID:** 9 **Northway Water Department**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
7/31/2023	**Check Manifest**	**Batch:**	**9**	**Chk Count:**	**4**	**Total Amnt:**	**3,779.92**

--- Subtotals by Fund ---

Fund	Description	Amount
02	WATER FUND	3,779.92

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Waterville Estates Village District
General Government / Procedure
WEVD Meeting AGENDA/ RCA
FORM

REQUEST FOR COMMISSION ACTION

Instructions for use: Send at least ten days in advance of WEVD Commission meeting to the GM & AGM on group email with the Commissioners and Treasurer Bcc'd. The Commission Chair shall decide and notify the GM/other if the RCA is included on the meeting Agenda.

MEETING DATE: 08/09/2023 AGENDA ITEM#: General Calendar

TITLE OF REQUEST: New Connection Application - 9 Donovan Farm Road

SUMMARY OF WHY ACTION IS SOUGHT (Need, background):

New connection application for 9 Donovan Farm Road

GOAL SOUGHT WITH THIS ACTION:

Approval of application

ACTION REQUESTED:

Commissioner Vote

BUDGET IMPLICATIONS & ACCOUNT NUMBER (to be completed by Management):

PLAN FOR IMPLEMENTATION:

Waterville Estates
Village District

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

Water Hookup Permit Application

Name of Owner on Record: Live Free or Die One Road Van. Farm LLC

245 Symphony DR | Franklin | NH | 03235
Street | City | State | Zip

Telephone: 781-718-9025 Email: Michael.baughman33@gmail.com

Is there a designated representative other than the owner? [X] Yes | No

Name of Representative: Larry Kill
Contact Address:

383 George Rd | Hebron | NH | 03241
Street | City | State | Zip

Telephone: 603-369-2948 Email: llkill2004@gmail.com

Attachments (please check all that apply):
- [X] NH DES approved septic design
- [X] WEA building permit
- [ ] Site plan

When issued, permits are valid for 60 days and are non-transferable. All applicable fees, including but not limited to the $1,000 new connection fee, are due upon receipt of an approved permit. All new construction must have meters installed prior to connection. Meters and kornerhorns are to be purchased from the District at cost by the property owner. Please visit www.waterville-estatesnh.gov/water-roads and complete the Meter Request Form to acquire a meter.

By signing below, I acknowledge that I have read and agree to all terms and conditions for new connections as outlined in the Waterville Estates Village District Water Ordinance adopted in August 2021. I also agree to pay all applicable fees upon receipt of my approved permit. I understand that my approved permit will not be issued to me or valid until all applicable fees are paid in full.

Larry Kill
Signature

7/26/23
Date

FOR OFFICE USE ONLY

Date application submitted: 7/27/23 Initials: AS

Date of site visit: _____

Attendees: _____

_____

Permit status: [ ] Denied [ ] Approved [ ] Approved subject to the following conditions:

_____

_____

Date Issued: _____ Permit No.: _____

Expiration Date: _____ (Year - # of permit e.g., 2020-XX)

Name: _____

Title: _____

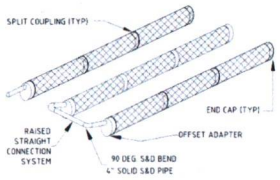
Name: _____

Title: _____

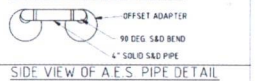
Name: _____

Title: _____

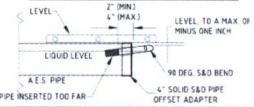
ADVANCED ENVIRO SEPTIC LEACHING SYSTEM



END VIEW OF A.E.S. DETAIL



SIDE VIEW OF A.E.S. PIPE DETAIL



SYSTEM NOTES:

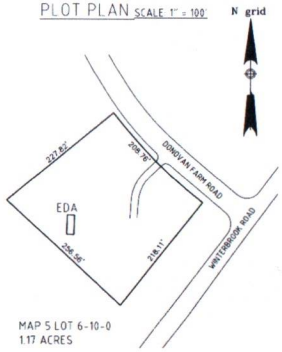
Enviro-Septic® wastewater treatment systems are approved by NHDES as ITA in accordance with Part Env-Ws 1024. The system is designed in accordance with the Enviro-Septic® & Simple Septic Leaching Systems Design and Installation Manual and the Enviro-Septic® Wastewater Treatment Systems Design and Installation Manual New Hampshire State Attachment

1) Installation of Enviro-Septic System is to be in strict accordance with the Enviro-Septic Design and Installation Handbook for the State of New Hampshire
2) Use TYPE 'A' Sand (see Design Handbook). All fill & sand to be free of debris.
3) All SepticTank(s) perforations to be sealed with a watertight flexible connector
4) Enviro-Septic Lines to be installed level
5) Do not install system in frozen ground
6) System may be replaced in same location if necessary
7) If system has existing buildings, all inside plumbing elevations must be checked before installation. Contact the designer if any discrepancies are found
8) No drains, hot tubs, saunas, garbage disposals, water softeners, etc., shall be incorporated into the system unless otherwise specified.
9) If the septic tank is less than 75' from the well, open drainage or poorly drained soils, then the tank shall be coated with a sealant to prevent infiltration & exfiltration AND 4" sch 40 PVC must be used between the Tank and the EDA
10) Unless otherwise noted on plan there are no wetlands within 75' of the proposed system in accordance with ENV-WQ 1014.06
11) There is no known burial plot or cemetery on the lot within 100' of the proposed ISDS in accordance with ENV-WQ 1003.13(b)(1)

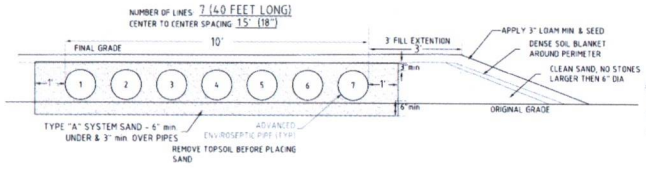
SYSTEM MAINTENANCE:

1) Septic Tank should be inspected at least once a year, and cleaned as necessary
2) Vehicles, heavy equipment and livestock should be kept away from the septic system
3) The following items may shorten the life of the system:
- Certain types of water softeners and purifiers
- Garbage Disposals
- Disposal of grease, oils, paints, some cleaners & toxic chemicals
- Hot Tubs, and excessive water usage

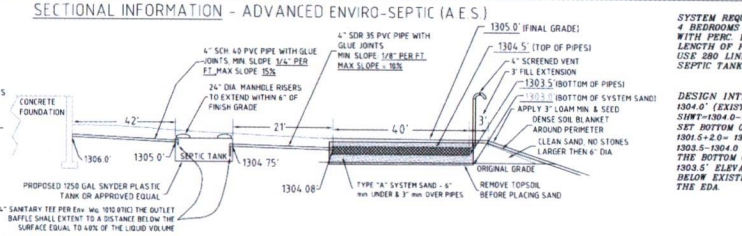
PLOT PLAN SCALE 1" = 100'



SECTIONAL INFORMATION - ADVANCED ENVIRO-SEPTIC (A.E.S.)



SECTIONAL INFORMATION - ADVANCED ENVIRO-SEPTIC (A.E.S.)



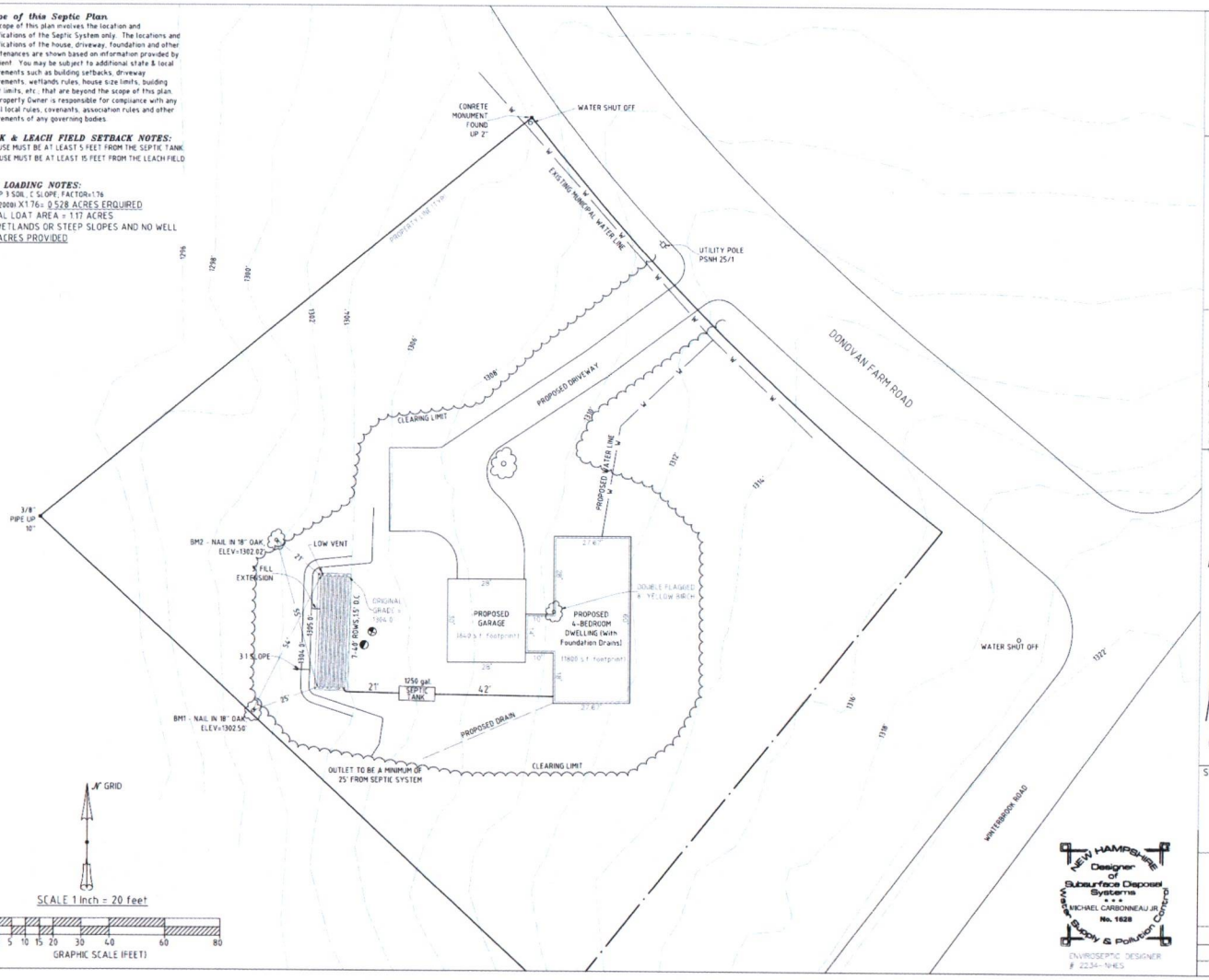
SYSTEM REQUIREMENTS
4 BEDROOMS = 600 GPD,
WITH PERC. RATE LISTED ABOVE:
LENGTH OF PIPE REQUIRED 280 FT
USE 280 LINEAR FEET OF A.E.S. PIPING
SEPTIC TANK VOLUME PROVIDED 1,250 GAL

DESIGN INTENT
1304.0' (EXISTING GRADE @ HIGH COR OF EDA)
SHWT=1304.0-2.5=1301.5 (@ HIGH CORNER OF EDA)
SET BOTTOM OF A.E.S. 2.0' ABOVE SHWT;
1301.5+2.0= 1303.5 (BOT OF PIPES)
1303.5-1304.0 = -0.5'
THE BOTTOM OF THE PIPES SHALL BE CONSTRUCTED AT 1303.5' ELEVATION, WHICH IS APPROXIMATELY 0.5' (6") BELOW EXISTING GROUND LEVEL AT THE HIGH SIDE OF THE EDA.

Scope of this Septic Plan.
The scope of this plan involves the location and specifications of the Septic System only. The locations and specifications of the house, driveway, foundation and other appurtenances are shown based on information provided by the client. You may be subject to additional state & local requirements such as building setbacks, driveway requirements, wetlands rules, house size limits, building height limits, etc., that are beyond the scope of this plan. The Property Owner is responsible for compliance with any and all local rules, covenants, association rules and other requirements of any governing bodies.

TANK & LEACH FIELD SETBACK NOTES:
1) HOUSE MUST BE AT LEAST 5 FEET FROM THE SEPTIC TANK
2) HOUSE MUST BE AT LEAST 75 FEET FROM THE LEACH FIELD

LOT LOADING NOTES:
GROUP 3 SOIL, C SLOPE, FACTOR=1.76
1500/2000) X1.76= 0.528 ACRES ERQUIRED
TOTAL LOAT AREA = 1.17 ACRES
NO WETLANDS OR STEEP SLOPES AND NO WELL
1.17 ACRES PROVIDED

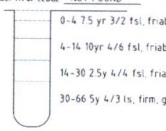


GENERAL NOTES:

1) This is not a boundary survey. All property lines shown are approximate. A licensed surveyor should be consulted to accurately determine property lines
2) This Septic System is designed for RESIDENTIAL use
3) There is no surface water within 75' of this system
4) Before installation, the installer must verify all elevations and distances. If system has existing buildings, all inside plumbing elevations must be checked before installation.
5) This plan has been prepared for the purpose of obtaining permitting for subsurface waste disposal from the NH Dept. of Environmental Services. The property owner is responsible for obtaining all other local and state permits necessary for construction.

TEST PIT DATA

DATE: 6/12/2021 WATER AT NOT FOUND
ESTIMATED SEASONAL HIGH WATER TABLE (SHWT) @ 30 INCHES
DEPTH OF LEDGE NOT FOUND



SOIL DATA

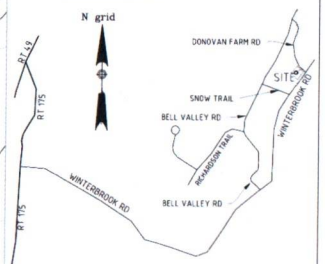
SOIL MAPS SHOW THIS SITE IS: 57C BECKET

PERCOLATION TEST DATA

DATE 6/12/2021 PERCOLATION RATE 6 MIN./INCH

WETLAND DELINEATION NOTES:

LOCATION MAP (NOT TO SCALE)



THE DRIVEWAY TO THIS SITE IS 100 FEET WEST OF THE INTERSECTION OF WINTERBROOK ROAD AND DONOVAN FARM ROAD

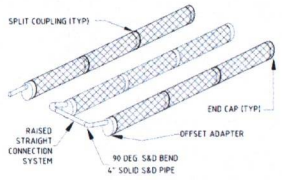
NEW HAMPSHIRE Designer of Subsurface Disposal Systems
MICHAEL CARBONNEAU JR.
No. 1628
Water Supply & Pollution Control
ENVIROSEPTIC DESIGNER # 2234- NHES

SUBMITTED BY
CONNECTICUT VALLEY DESIGNS
528 HILLTOP ROAD
LITTLETON, NH 03561
603-444-2072

PROPOSED SEPTIC DISPOSAL FACILITIES FOR PROPERTY OF:
MICHAEL GAUGHRAN
Donavan Farm Road, Campton NH

DRAWN BY: PSW SCALE: 1"=20'
CHECKED BY MWC DATE: 2/4/2023
SHEET 1 OF 1

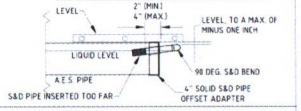
ADVANCED ENVIRO SEPTIC LEACHING SYSTEM



END VIEW OF A.E.S. DETAIL



SIDE VIEW OF A.E.S. PIPE DETAIL



SYSTEM NOTES:

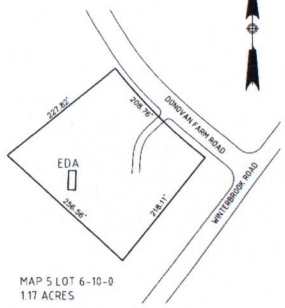
Enviro-Septic® wastewater treatment systems are approved by NHDES as ITA in accordance with Part Env-Ws 1024. The system is designed in accordance with the Enviro-Septic® & Simple Septic Leaching Systems Design and Installation Manual and the Enviro-Septic® Wastewater Treatment Systems Design and Installation Manual New Hampshire State Attachment

1) Installation of Enviro-Septic System is to be in strict accordance with the Enviro-Septic Design and Installation Handbook for the State of New Hampshire.
2) Use TYPE "A" Sand (see Design Handbook). All fill & sand to be free of debris.
3) All SepticTank(s) perforations to be sealed with a watertight flexible connector.
4) Enviro-Septic Lines to be installed level.
5) Do not install system in frozen ground.
6) System may be replaced in same location if necessary.
7) If system has existing buildings, all inside plumbing elevations must be checked before installation. Contact the designer if any discrepancies are found.
8) No drains, hot tubs, saunas, garbage disposals, water softeners, etc., shall be incorporated into the system unless otherwise specified.
9) If the septic tank is less than 75' from the well, open drainage or poorly drained soils, then the tank shall be coated with a sealant to prevent infiltration & exfiltration AND 4" sch 40 PVC must be used between the Tank and the EDA.
10) Unless otherwise noted on plan there are no wetlands within 75' of the proposed system in accordance with ENV-WQ 1014.06.
11) There is no known burial plot or cemetery on the lot within 100' of the proposed ISDS in accordance with ENV-WQ 1003.13(b)(11).

SYSTEM MAINTENANCE:

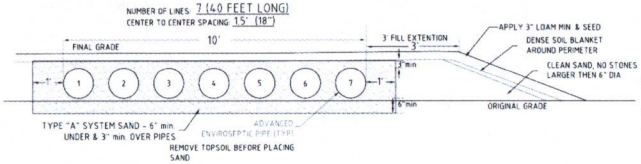
1) Septic Tank should be inspected at least once a year, and cleaned as necessary.
2) Vehicles, heavy equipment and livestock should be kept away from the septic system.
3) The following items may shorten the life of the system:
- Certain types of water softeners and purifiers
- Garbage Disposals
- Disposal of grease, oils, paints, some cleaners & toxic chemicals
- Hot Tubs, and excessive water usage

PLOT PLAN SCALE 1" = 100'

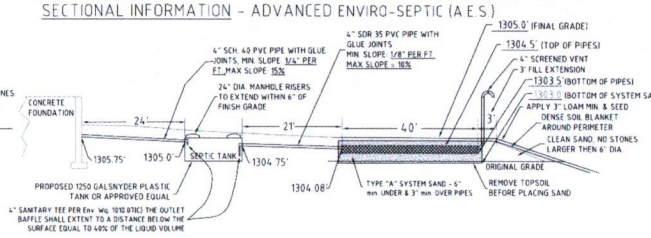


MAP 5 LOT 6-10-0
1.17 ACRES

SECTIONAL INFORMATION - ADVANCED ENVIRO-SEPTIC (A.E.S.)



SECTIONAL INFORMATION - ADVANCED ENVIRO-SEPTIC (A.E.S.)



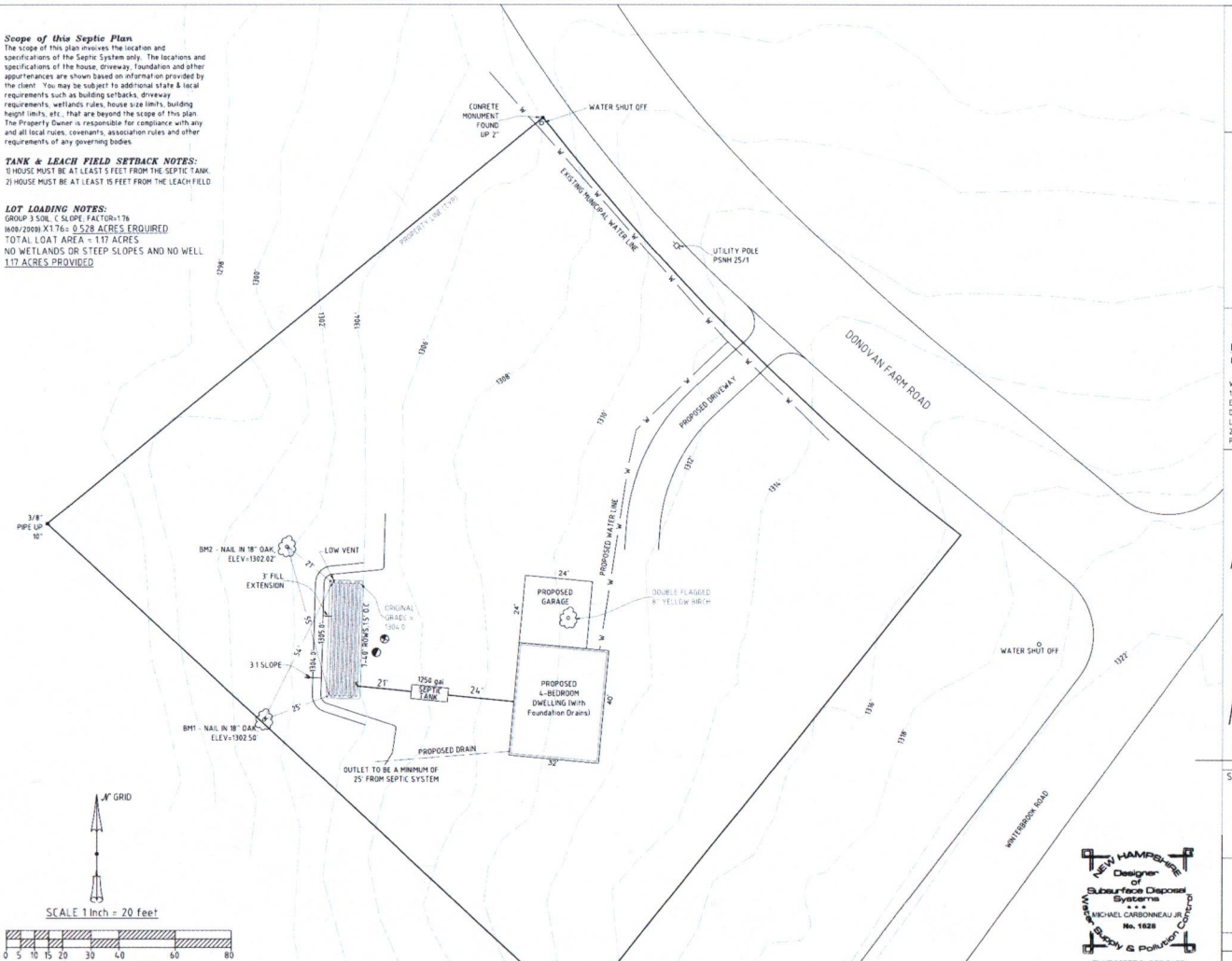
SYSTEM REQUIREMENTS
4 BEDROOMS = 600 GPD.
WITH PERC. RATE LISTED ABOVE:
LENGTH OF PIPE REQUIRED 280 FT
USE 280 LINEAR FEET OF A.E.S. PIPING
SEPTIC TANK VOLUME PROVIDED 1,250 GAL.

DESIGN INTENT
1304.0' (EXISTING GRADE @ HIGH COR OF EDA)
SHWT=1304.0-2.5=1301.5 (@ HIGH CORNER OF EDA)
SET BOTTOM OF A.E.S. 2.0' ABOVE SHWT;
1301.5+2.0= 1303.5 (BOT OF PIPES)
1303.5-1304.0 = -0.5'
THE BOTTOM OF THE PIPES SHALL BE CONSTRUCTED AT 1303.5' ELEVATION, WHICH IS APPROXIMATELY 0.5' (6") BELOWEXISTING GROUND LEVEL AT THE HIGH SIDE OF THE EDA.

Scope of this Septic Plan.
The scope of this plan involves the location and specifications of the Septic System only. The locations and specifications of the house, driveway, foundation and other appurtenances are shown based on information provided by the client. You may be subject to additional state & local requirements such as building setbacks, driveway requirements, wetlands rules, house size limits, building height limits, etc., that are beyond the scope of this plan. The Property Owner is responsible for compliance with any and all local rules, covenants, association rules and other requirements of any governing bodies.

TANK & LEACH FIELD SETBACK NOTES:
1) HOUSE MUST BE AT LEAST 5 FEET FROM THE SEPTIC TANK.
2) HOUSE MUST BE AT LEAST 15 FEET FROM THE LEACH FIELD

LOT LOADING NOTES:
GROUP 3 SOIL, C SLOPE, FACTOR=1.76
1600/2000ft X 1.76= 0.528 ACRES ERQUIRED
TOTAL LOAT AREA = 1.17 ACRES
NO WETLANDS OR STEEP SLOPES AND NO WELL
1.17 ACRES PROVIDED



GENERAL NOTES

1) This is not a boundary survey. All property lines shown are approximate. A licensed surveyor should be consulted to accurately determine property lines.
2) This Septic System is designed for RESIDENTIAL use.
3) There is no surface water within 75' of this system.
4) Before installation, the installer must verify all elevations and distances. If system has existing buildings, all inside plumbing elevations must be checked before installation.
5) This plan has been prepared for the purpose of obtaining permitting for subsurface waste disposal from the NH Dept. of Environmental Services. The property owner is responsible for obtaining all other local and state permits necessary for construction.

TEST PIT DATA

DATE 6/12/2021 WATER AT NOT FOUND
ESTIMATED SEASONAL HIGH WATER TABLE (SHWT) @ 30 INCHES
DEPTH OF LEDGE NOT FOUND

0-4 7.5 yr 3/2 fsl, friable, granular
4-14 10yr 4/6 fsl, friable, granular
14-30 2.5y 4/4 fsl, friable, granular
30-66 5y 4/3 ls, firm, granular

SOIL DATA

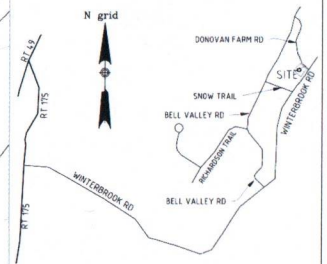
SOIL MAPS SHOW THIS SITE IS 57C BECKET

PERCOLATION TEST DATA

DATE 6/12/2021 PERCOLATION RATE 6 MIN./INCH

WETLAND DELINEATION NOTES:
1) WETLANDS WERE DELINEATED IN ACCORDANCE WITH ENV-WQ 1014.06 BY MICHAEL CARBONNEAU JR., LICENSED DESIGNER #628 ON 6/12/2021 FOR THE PURPOSE OF LOCATING THE EDA ON THIS PROPERTY.
2) NO WETLANDS WERE IDENTIFIED WITHIN 75' OF THE PROPOSED EDA OTHER THAN THOSE DEPICTED ON THIS PLAN.

LOCATION MAP (NOT TO SCALE)



THE DRIVEWAY TO THIS SITE IS 100 FEET WEST OF THE INTERSECTION OF WINTERBROOK ROAD AND DONOVAN FARM ROAD.

NEW HAMPSHIRE Designer of Subsurface Disposal Systems
MICHAEL CARBONNEAU JR.
No. 1628
Water Supply & Pollution Control
ENVIROSEPTIC DESIGNER # 2234-NHES

SUBMITTED BY
CONNECTICUT VAL[illegible] DESIGNS
528 HILLTOP
LITTLETON, N
603-444-

PROPOSED SEPTIC D[illegible]
FACILITIES FOR PRO[illegible]
MICHAEL GAUC[illegible]
Donavan Farm Rd , C[illegible]

REVIEWED AND APPROVED
IN ACCORDANCE WITH THE
NH DEPT OF ENVIRONMENTAL SERVICES
WATER DIVISION
Date: 2/1/2023
#eCA20230201O8

DRAWN BY: PSW SCALE: 1[illegible]
CHECKED BY MWC DATE: 6/23/2021
SHEET 1 OF 1

The State of New Hampshire

Department of Environmental Services

Robert R. Scott, Commissioner

APPROVAL FOR CONSTRUCTION OF INDIVIDUAL SEWAGE DISPOSAL SYSTEM (ISDS)

AS AUTHORIZED BY THE NH DEPARTMENT OF ENVIRONMENTAL SERVICES, WATER DIVISION PURSUANT TO RSA 485-A, WATER POLLUTION AND WASTE DISPOSAL AND ENV-WQ 1000, SUBDIVISION AND INDIVIDUAL SEWAGE DISPOSAL SYSTEM DESIGN RULES.

APPLICATION APPROVAL DATE: 2/1/2023

APPROVAL NUMBER: eCA2023020108

I. PROPERTY INFORMATION

Address: DONOVAN FARM ROAD
CAMPTON NH 03223
Subdivision Approval No.: 23001
Subdivision Name:
County: GRAFTON
Tax Map/Lot No.: 5/6-10-0

II. OWNER INFORMATION

Name: MICHAEL GAUGHRAN
Address: 24 SYMPHONY DRIVE
FRANKLIN MA 02038

III. APPLICANT INFORMATION

Name: MICHAEL W CARBONNEAU JR
Address: 528 HILLTOP RD
LITTLETON NH 03561

IV. DESIGNER INFORMATION

Name: MICHAEL W CARBONNEAU JR
Address: 528 HILLTOP RD
LITTLETON NH 03561
Permit No.: 01628

V. SPECIFIC TERMS AND CONDITIONS: Applicable to this Approval for Construction
Please read **VI. General Terms and Conditions** on the reverse side of this approval.

A. TYPE OF SYSTEM: ADVANCED ENVIRO-SEPTIC
B. NO. OF BEDROOMS: 4
C. APPROVED FLOW: 600 GPD
D. OTHER CONDITIONS AND WAIVERS:

1. This approval is valid for 4 years from date of approval, per Env-Wq 1004.13.
2. Approved with a municipal water supply only.
3. In accordance with Env-Wq 1004.07, no operational approval will be granted until water service is at the lot line.
4. No waivers have been approved.

Darren K. King
Subsurface Systems Bureau

NHDES Web Site: www.des.nh.gov
P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095
Telephone: (603) 271-3503 Fax: (603) 271-6683 TDD Access: Relay NH 1-800-735-2964

VI. GENERAL TERMS AND CONDITIONS: Applicable to all Approvals for Construction

A. This Approval for Construction is issued to construct the ISDS as identified on Page 1 of this Approval.
B. This Approval is valid until 2/1/2027, unless an Approval for Operation has been granted.
C. By exercising any rights under this approval, the parties have agreed to all terms and conditions.
D. No liability is incurred by the State of New Hampshire by reason of any approval of any Approval for Construction. Approval by the Department of Environmental Services of sewage and waste disposal systems is based on plans and specifications supplied by the Applicant.
E. The system must be constructed in strict accordance with the approved plans and specifications.
F. The installed system must be left uncovered and cannot be used after construction until it is inspected and has received an Approval for Operation of Individual Sewage Disposal System (ISDS) by an authorized agent of the Department.
G. This system must be installed by an installer holding a valid permit. An owner may install the system for his or her domicile. Env-Wq 1002.18 defines "Domicile" as that place where an individual has his or her true, fixed, and permanent home and principal establishment, and to which, whenever he or she is absent, he or she has the intention of returning. An individual might have more than one residence, but has only one domicile. Accordingly, an owner may only install a replacement system and may not install the system at a property he or she intends to make their future domicile. A person's domicile is considered to be at the address listed on his or her driver's license and/or where he or she is registered to vote.
H. This Approval for Construction does not supersede any equivalent or more stringent local ordinances or regulations. State standards are minimal and must be met statewide.

WORK NUMBER: 202103786
APPROVAL NUMBER: eCA2023020108
RECEIVED DATE: January 31, 2023
TYPE OF SYSTEM: ADVANCED ENVIRO-SEPTIC

1. Application Complete (date stamp and page numbers on plans)_____
2. Trees marked for cutting_____
3. Foundation location marked prior to pouring (conforms to site plan)_____
4. Completion of framing conforms to plans_____
5. Installation of approved siding_____
6. Proof of proper septic completion according to NH subsurface bureau_____
7. Earth work and landscaping complete_____

Building Committee Notes:

Building Committee Decision:

- o Project not approved
- X Project approved
- o Project approved for completion in seven (7) step procedure in application
- o Project approved with the following conditions:

IMPORTANT: ALLOWABLE HOURS FOR CONSTRUCTION PER RESTRICTIONS, EASEMENTS & COVENANTS ARE MONDAY-FRIDAY 7:30 AM-8:00 PM AND WEEKENDS/HOLIDAYS 8:00 AM-6:00 PM.

Building Committee Representative

Name Linda Brookner Date 6/6/23

The approval of this application has been issued based on the plans and specifications submitted by the property owner or his designee. The Waterville Estates Association Building Committee does not render any professional opinion in regard to the engineering design of this project and therefore approves the application based upon specifications in your building application and specifications of the Waterville Estates Restrictions, Easements and Covenants.

The property owner is responsible for any and all changes to the hydrology of the property and any incidental damage or effect it may have on the property of others. The property owner is responsible for obtaining any and all required approvals from the Towns of Campton or Thornton or Waterville Estates Village District or any required department or agency of the State of New Hampshire and Federal Government. Not meeting the approvals of the said agencies may be cause for non-approval of an application.

Office Use Only:
Date Received:

Waterville Estates Village District
General Government / Procedure
WEVD Meeting AGENDA/ RCA
FORM

REQUEST FOR COMMISSION ACTION

Instructions for use: Send at least ten days in advance of WEVD Commission meeting to the GM & AGM on group email with the Commissioners and Treasurer Bcc'd. The Commission Chair shall decide and notify the GM/other if the RCA is included on the meeting Agenda.

MEETING DATE: 07/26/2023 AGENDA ITEM#: General Calendar

TITLE OF REQUEST: Post-Issuance Compliance Guidelines

SUMMARY OF WHY ACTION IS SOUGHT (Need, background):

Per Renelle L'Huillier - WEVD Bond Counsel: "there have been a number of NH bond and note issuers that have received audit requests from the [IRS] looking into the tax-exempt status of past note and bond issues. One of the questions that was asked...is whether or not the involved public entity has adopted 'Post-Issuance Compliance Guidelines', the purpose of which is to ensure that no actions take place after the bond or note issuance that would call into question the tax exempt status of such obligations"

GOAL SOUGHT WITH THIS ACTION:

To see if the Commissioners would like to expend $450-$750 to have Post-Issuance Compliance Guidelines created for the Village District.

ACTION REQUESTED:

BUDGET IMPLICATIONS & ACCOUNT NUMBER (to be completed by Management):

PLAN FOR IMPLEMENTATION:

Waterville Estates Village District
General Government / Procedure
WEVD Meeting AGENDA/ RCA
FORM

REQUEST FOR COMMISSION ACTION

Instructions for use: Send at least ten days in advance of WEVD Commission meeting to the GM & AGM on group email with the Commissioners and Treasurer Bcc'd. The Commission Chair shall decide and notify the GM/other if the RCA is included on the meeting Agenda.

MEETING DATE: 08/09/2023 AGENDA ITEM#: General Calendar

TITLE OF REQUEST: Request to close Northway Bank and Meredith Village Savings Bank accounts

SUMMARY OF WHY ACTION IS SOUGHT (Need, background):

As discussed in previous meetings, we are in the process of switching banks. The final step in this process will be closing our accounts with Northway Bank and Meredith Village Savings Bank.

GOAL SOUGHT WITH THIS ACTION:

Commissioner approval

ACTION REQUESTED:

Vote to close WEVD held bank accounts with Northway Bank and Meredith Village Savings Bank in order to move funds to Bank of New Hampshire.

BUDGET IMPLICATIONS & ACCOUNT NUMBER (to be completed by Management):

PLAN FOR IMPLEMENTATION:

Waterville Estates Village District
General Government / Procedure
WEVD Meeting AGENDA/ RCA
FORM

REQUEST FOR COMMISSION ACTION

Instructions for use: Send at least ten days in advance of WEVD meeting to the GM & AGM on group email
The Commissioners and Treasurer shall be BCC'd on the email. The Commission Chairman shall decide and notify the GM/other if the RCA is included on the Agenda.

MEETING DATE: 7-26-23 AGENDA ITEM#: Gen Cal

TITLE OF REQUEST: Eli contract, Scada

SUMMARY OF WHY ACTION IS SOUGHT (Need, background):
- [redacted]
will save $

GOAL SOUGHT WITH THIS ACTION:
- Save $

ACTION REQUESTED:

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

PLAN FOR IMPLEMENTATION:

MODEL RESOLUTION: I move to approve.....

Service Maintenance Agreement
2023

Please Complete and Return:

Customer: Waterville Estates Village Dist. Phone/Fax: 603-726-3082

Customer Contact: 603-728-9790 Phone/Fax: 603-726-3082

Billing Address:
562 Winterbrook Rd Campton NH

Customer P.O. # _____

Service Package (circle one): A - Monthly $10,800 B - Quarterly $3,800
C - Semi-annual $2,000

Additions / Comments:

_____

Total Contract Amount:
$10,800

Signature: Steph Bauer Date: 7-19-23

Please return to: Theresa Palmiero
Electrical Installations, LLC
397 Whittier Highway
Moultonboro, NH 03254
Phone: (603) 253-4525 Fax: (603) 253-62
Or email to ar@eii-hq.com

The following document outlines our proposal for providing service along

RE: Service / Maintenance Agreement

-12 day
-96 hrs

-12 month

-900$ per month

-8 hrs day

On behalf of Electrical Installations, LLC Service Group, I am pleased to offer our proposal to provide Annual Maintenance. Our goal is providing the highest quality Instrumentation and Electrical services in order to maintain optimal performance of your SCADA, Control, and Electrical systems. Our Service Maintenance Agreement includes a one (1) year renewable service plan customized to meet your unique needs.

Services to include:

- Calibration of Instrumentation equipment and inspection of SCADA and related Computer equipment to verify proper operation
- Cleaning and maintenance of your SCADA equipment including Computers, PLC's, Control Panels, VFD's, and Radio Equipment
- SCADA system backup and off-site storage of your SCADA System files
- Inspection of existing controls and electrical equipment to identify problem areas (loose connections, heating issues, etc.) and recommend corrective action.
- Trouble shooting
- SCADA modifications and repairs

Additional services available include:

- SCADA System on-call/Emergency services
- Supply of new equipment and/or replacement parts
- Design, fabrication and installation of electrical and control systems to meet your changing needs

Electrical Installations, LLC is a WBE certified firm in Massachusetts and a UL listed manufacturer of industrial control panels.

We look forward to working with you on your system. If you have any questions, please contact me.

Sincerely,

Tom Therrien
Electrical Installations, LLC Service Group

Electrical Installations, LLC
Engineering · Construction · Control Systems
~Moultonboro, NH Westport, MA~

☑ MAIN OFFICE
397 Whittier Highway
Moultonboro, NH 03254
603-253-4525
FAX 603-253-6284

☐ BRANCH OFFICE
930B American Legion Hwy
Westport, MA 02790
508-636-8600
FAX 508-636-8650

Electrical Installations, LLC Service Group

Service Maintenance Agreement (SMA)

The scope of work under this Agreement shall include annual calibration and maintenance services for all equipment referenced on Page 7 for the water and/or wastewater system. All work to be scheduled between the normal work hours of 7:00 AM and 5:00 PM, Monday through Friday. Total payment due for this work shall be determined by the Service Package chosen and shall be billed quarterly, in advance. Package pricing shall include on-site labor and travel within a 50-mile radius. Work outside the scope of the SMA and/or Emergency services shall be billed per the rates shown below. As part of this agreement, **Electrical Installations, LLC Service Group** shall correct documented problems of the system. All PLC and/or SCADA System files shall be backed up to a Portable Hard Drive and/or disks. One set of the system backup will be stored at Electrical Installations, LLC facility in order to provide off-site storage and to aid in remote support capabilities. Any and all supplied parts, as well as billable travel time and mileage, shall be billed in addition to the labor package.

Service Package A - Monthly

- **ANNUAL SERVICES including (12) days of services per year $ 10,800.00**
  Rate: $900 / 8-hour day
  Includes travel within a 50-mile radius and first hour of one-way travel time

Included under this package are (12) days to be utilized within the one-year coverage period of this contract for system repairs and/or upgrades that are covered under the normal calibration and maintenance services outlined above. The call days may be used any time during normal working hours. Phone support is provided with this service package.

ADDITIONAL SERVICES:
Hours to be utilized within the one-year coverage period of this contract for system repairs or upgrades not covered under the normal calibration and maintenance services shown above.

- *Additional ON-CALL SERVICE*
  The call days may be used any time during normal working hours (nights, weekends, and holidays excluded).
  Rate: $110 / hour, first 8 hours
  (*Monday - Friday* 7:00AM - 5:00PM)
  Plus, travel at $.83/mile, after the first 50 miles traveled; Minimum (4) hours per call
  TRAVEL TIME - One-way travel time in excess of one hour shall be billed
  Rate: $45 / hour

- *Additional ON-CALL SERVICE*
  The call days may be used any time after normal working hours (nights, weekends, and holidays).
  Rate: $160 / hour
  (*After Hours ~ Weekend / Holiday ~ Overtime Hours*)
  Plus, travel at $.83/mile, after the first 50 miles traveled; Minimum (4) hours per call
  TRAVEL TIME - One-way travel time in excess of one hour shall be billed
  Rate: $45 / hour

In the unlikely event that overnight lodging is required, cost of lodging shall be billed at cost + 10%.

Service Package B
Quarterly

- **ANNUAL SERVICES including (4) days of services per year $ 3,800.00**
  Rate: $950 / 8-hour day
  Includes travel within a 50-mile radius and first hour of one-way travel time

Included under this package are (4) days to be utilized within the one-year coverage period of this contract for system repairs or upgrades that are covered under the normal calibration and maintenance services shown above. The call days may be used any time during normal working hours. Phone support is provided with this service package.

ADDITIONAL SERVICES:
Hours to be utilized within the one-year coverage period of this contract for system repairs or upgrades not covered under the normal calibration and maintenance services shown above.

- *Additional ON-CALL SERVICE*
  The call days may be used any time during normal working hours (nights, weekends, and holidays excluded).
  Rate: $115 / hour, first 8 hours
  (*Monday - Friday 7:00AM - 5:00PM*)
  Plus, travel at $.83/mile, after the first 50 miles traveled; Minimum (4) hours per call
  TRAVEL TIME - One-way travel time in excess of one hour shall be billed
  Rate: $45 / hour

- *Additional ON-CALL SERVICE*
  The call days may be used any time after normal working hours (nights, weekends, and holidays).
  Rate: $165 / hour
  (*After Hours ~ Weekend / Holiday ~ Overtime Hours*)
  Plus, travel at $.83/mile, after the first 50 miles traveled; Minimum (4) hours per call
  TRAVEL TIME - One-way travel time in excess of one hour shall be billed
  Rate: $45 / hour

In the unlikely event that overnight lodging is required, cost of lodging shall be billed at cost + 10%.

Service Package C
Semi-Annual

- **ANNUAL SERVICES including (2) days of services per year $ 2,000.00**
  Rate: $1000 / day
  Includes travel within a 50-mile radius and first hour of one-way travel time

Included under this package are (2) days to be utilized within the one-year coverage period of this contract for system repairs or upgrades that are covered under the normal calibration and maintenance services shown above. The call days may be used any time during normal working hours. Phone support is provided with this service package.

ADDITIONAL SERVICES:
Hours to be utilized within the one-year coverage period of this contract for system repairs or upgrades not covered under the normal calibration and maintenance services shown above.

- *Additional ON-CALL SERVICE*
  The call days may be used any time during normal working hours (nights, weekends, and holidays excluded).
  Rate: $120 / hour, first 8 hours
  (*Monday - Friday 7:00AM - 5:00PM*)
  Plus, travel at $.83/mile, after the first 50 miles traveled; Minimum (4) hours per call
  TRAVEL TIME - One-way travel time in excess of one hour shall be billed
  Rate: $45 / hour

- *Additional ON-CALL SERVICE*
  The call days may be used any time after normal working hours (nights, weekends, and holidays).
  Rate: $170 / hour
  (*After Hours ~ Weekend / Holiday ~ Overtime Hours*)
  Plus, travel at $.83/mile, after the first 50 miles traveled; Minimum (4) hours per call
  TRAVEL TIME - One-way travel time in excess of one hour shall be billed
  Rate: $45 / hour

In the unlikely event that overnight lodging is required, cost of lodging shall be billed at cost + 10%.

Rates for Services Performed Without a Service Agreement

Included under this section are hourly rates for service work requested by the customer which is not part of an Annual Service Maintenance Agreement as described above. This rate shall include on-site labor only. Please be aware that the following rates do not guarantee onsite response within 48 hours. The rates are for work to be scheduled at our earliest convenience.

• Scheduled Service Work **Rate: $125 / hour, first 8 hours, Minimum** (4) hours per call (*Monday - Friday 7:00AM - 5:00PM*) **Travel Time $45 / hour** Portal to Portal Plus, travel at $.83/mile	$125 / hour $ 45 / hour travel $ .83 / mile
• EMERGENCY SERVICES (After Hours) **Rate: $175 / hour,** Minimum (4) hours per call (*After Hours ~ Weekend / Holiday ~ Overtime Hours*) **Travel Time $45 / hour** Portal to Portal Plus travel at $.83/mile	$175 / hour $ 45 / hour travel $ .83 / mile
• Phone/Remote Support 7:00 am to 5:00 pm **Rate: $65/hr** (*Monday - Friday*)	$65 (hourly)
• Phone/Remote Support - after hours **Rate: $85/hr** (*Nights, Weekends and Holidays*)	$85 (hourly)

In the unlikely event that overnight lodging is required, cost of lodging shall be billed at cost + 10%.

Services Provided Under this Contract

A full written report of all services for each visit will be provided upon request. This report shall include, but is not limited to, the reason for the visit, all pieces of equipment serviced, results of troubleshooting activities and diagnosis, all changes that were made, equipment repairs with part numbers, and service technician(s) name(s).

First year includes complete system backup and documentation review and/or corrections as well as inspection of all PLC system hardware with recommendations for all needed upgrades/repairs.

List of Equipment to be serviced as follows:

Computers including inspection and/or cleaning of air filters, hard drive inspection, and SCADA related data backup. **Electrical Installations, LLC Service Group** to provide up to (1) 500 GB portable hard drive to be stored onsite.

Programmable Logic Controllers (PLC's) including cleaning, program backup, and evaluation of battery condition and replacement recommendation as required.

Analytical Instruments including calibration and cleaning as required

Flow Meters including calibration and cleaning per manufacturer's recommendation.

Level Meters including calibration and cleaning per manufacturer's recommendation.

VFD's including inspection and/or cleaning of air filters. Inspect and tighten all connections.

Telemetry Equipment including radio, antenna, coaxial cable and equipment checkout.

Pump Stations including annual control system checkout and sequence test (control functions, alarm functions, etc).

Electrical System Maintenance including inspecting control and power connections, Megger testing, Infrared Temperature Inspection, Breaker Settings, Amp readings.

The Service Maintenance Agreement will cover a 1-year service plan renewable by the customer annually. Equipment list and on-call service days will be reviewed each year of the contract to allow the owner to add/remove equipment or on-call days to accommodate system changes. All Service Maintenance Agreements to be billed quarterly.

Services to be scheduled for the following Months each year:

☐ **January** ☐ **February** ☐ **March** ☐ **April** ☐ **May** ☐ **June**

☐ **July** ☐ **August** ☐ **September** ☐ **October** ☐ **November** ☐ **December**

Customer Signature _____ **Start Date** _____



Consultation with a Building Committee Member is required prior to issuance of this permit. Please contact one of the members below.

Waterville Estates Building Permit

Frank Marshall – fmarshall1567@gmail.com
Jaime Oldmixon - jaimeoldmixon@msn.com
Michael Hering - summit_bld@yahoo.com

WEA Building Permit

Property Owner:		Building Permit #:	
Street Address:		Email Address:	
Applicant:		Phone Number:	

Parcel Number	Map:	Lot:

Type of Work	✓	**Description**
House*		
Addition		
Alteration		
Repair/replace		

*Modular/prefab homes require Waterville Estates Board of Directors approval, signed contract, and a deposit of $25.000 in escrow with WEA.

Square footage

1st floor		Baths		Number of baths
2nd floor		Garage		Sqft/Dimensions
basement		Out-building/shed		Dimensions

Check List	✓	**Sign off by BC/Permit number/Details**
Septic Design w/ plot plan*		
Building plans*		
Water Dept Approval		
Town Permit		
Driveway permit		

*PDF required/Hard copy - optional

Details

Contractor	
Address	
Phone Number	
Email	

Hours of Construction:

- Monday – Friday 7:30AM-8:00PM & Weekends/holidays 8:00AM-6:00PM

Copies of the following MUST be submitted with this application before permit will be issued:

- NH DEP Septic Approval w/ plot plan needed for all new homes and installation of new septic.
- Town building Permit Approval (Campton or Thornton)
- Description and samples needed of all alterations, new homes, additions, painting, and remodeling.
  - Siding including Color Samples
  - Trim including Color Samples
  - Roofing Type including Color Samples
  - Deck and rail samples and Color Samples
- Plans are required for new homes & additions.
  - Site Plan
    - Including: tree cutting proposal, driveway, and utility access.
  - Floor Plans
  - Four elevation drawings with the view from the road clearly marked.
- Waterville Estates Village District Water Connection Approval – new homes
- **New road installation or change of lot designation/usage require town (planning board), district, and association approval.**
- Road agent sign-off on new driveways
  - Town Driveway permit for roads owned by Campton or Thornton
  - Village District Approval for roads owned by WEVD.

Fee Schedule:

a. New Living Unit $1,350**
b. Additions to Existing Building... ..... $250
c. Exterior Changes to Existing Building (ex. Roof shingle, siding, decks, color changes) $50
d. Changes to Lot (ex. Tree cutting, shed, garage, driveway)..... $25

**Two separate payments: $350 for Building Application and $1000 payment for the Capital Improvement Fund (CIF). Made out to Waterville Estates Association.

*Exterior will be completed within 9 months of permit date.
*Applicant must apply for extension with Building Committee.
*WEA Dues will be charged after exterior has been completed. (Includes siding, windows, and roof)

The builder and/or property owner is responsible for all changes to the hydrology of the property along with any incidental damage or effect it may have on other surrounding properties.

All property corners must be clearly marked and professionally staked and/or property pins located by surveyor.

The approval of this application has been issued based on the plans and specifications submitted by the property owner, builder and/or his designee. The Waterville Estates Association & Building Committee do not render any professional opinion regarding the engineering design of this project and therefore approves the application based upon specifications in your building application and specification requirements of the Waterville Estates Restrictions, Easements and Covenants.

Owner Signature: _____ **Date:** _____

Builder Signature: _____ **Date:** _____

Building Committee Representatives (2 members for approval)

Name: _____ **Date:** _____

Name: _____ **Date:** _____

ResortLogic LLC
Investment Strategy | Economics | Consulting

New Hampshire | USA
www.resortlogic.com
(603) 731-7578

PROPOSAL-CONTRACT FOR CONSULTING SERVICES

June 17, 2023

Submitted To:

Ron Beard
General Manager
Waterville Estates Village District

Dear Ron:

Thanks very much for your interest in formalizing – by this Proposal – the assistance of ResortLogic LLC (RL) in providing consulting services regarding amenity profitability of the public and private amenities of the Waterville Estates Village District (WEVD). This Proposal/Contract will summarize the tasks related to this work as the result of our discussions and the initial site visit of May 17, 2023.

General Consulting Services

The purpose of this undertaking is to determine the optimal revenue and profitability potential of the primary amenities and facilities in Waterville Estates with specific focus on the Recreation Center and Campton Mountain snowsport area. The tasks involved may include but are not limited to the following scope:

- ✓ Review of all historical business and operational results
- ✓ Review of current budget and business plan projections for all profit centers
- ✓ Review of capital maintenance planning and deployment schedules
- ✓ Interview operations staff to gain historical understanding
- ✓ Recommend consultant to assist in understanding of F&B outlets
- ✓ Recommend refinement to Income Statement (P&L) if needed as a means of achieving and tracking functions
- ✓ Make recommendation for business plan framework to guide internal operations management
- ✓ Develop business projections for a 5-year period, assuming snowmaking capability at Campton Mountain for the 2023-24 season
- ✓ Submit draft report of findings and schedule in-person review, followed by production of final report

Professional Fees & Expenses

The fees for General Consulting work will be accounted for on an hourly basis at a rate of $100 per hour – on a Not-to-Exceed (NTE) basis of $5,000 – billed upon acceptance of the Final Report. This fee is inclusive of travel and out-of-pocket expenses. An itemized hourly tally will be provided.

Payment Should Be Sent To:
Tom Lithgow
ResortLogic LLC
763 Penacook Rd
Contoocook, NH 03229

Responsibilities and Assumptions

The fees stated herein assume that resource documentation and files be provided in Excel or Word formats. For essential PDF documents requiring conversion via manual keyboard entry, such associated time will be billed separately, per the terms depicted above, in addition to the NTE fee.

Obligation of Confidentiality and Limited Use

ResortLogic LLC will prevent the disclosure, and protect the confidentiality of, all information provided by Waterville Estates Village District (WEVD) and its professional advisors, agents, and employees.

The Disclosure and Confidentiality periods of this assignment are eternal. The confidential information provided by WEVD may only be utilized in connection with this consulting assignment. ResortLogic LLC will not use the confidential information for the benefit of or transmit the confidential information to any third party without obtaining your (the Client) express written consent.

ResortLogic LLC shall not copy, distribute, disseminate, publish, advertise or disclose the results of this consulting work and WEVDs confidential information except to those employees, officers, directors, attorneys, accountants, advisors, agents or affiliates of WEVD, as directed by you (the Client), and solely to accomplish the intended purpose and tasks of the consulting assignment.

Timing

Term of the Work
Substantial completion by September 15, 2023.

Commencement Date:
Commencement of consulting tasks shall be defined as the date of your verbal or written acceptance of this Proposal/Contract, whichever occurs first.

Delivery:
Draft report of findings submitted for review on or before September 15, 2023. Final report delivered no later than September 29, 2023.

Termination

Your written or verbal contact can terminate this contract. Time and expense will be charged only to the date of termination, per the rates and conditions depicted above.

Acceptance

If you agree with the terms and conditions described above, please return a signed copy of this Proposal/Contract. Upon acceptance, modifications to this agreement can be confirmed in writing by simple email correspondence between us.

Sincerely,
RESORTLOGIC LLC

By: Thomas E. Lithgow

ACKNOWLEDGED AND ACCEPTED:
FOR: WATERVILLE ESTATES VILLAGE DISTRICT

By: Ron Beard
General Manger

Maureen Patti Motions for August 9, 2023:

1. **Agenda Item # 5 a, Adoption of minutes –**
   Proposed Amendments to minutes of June 27, 2023:

    1. Page 3, line 69 – delete 'Improving Amenity Profitability Committee' and insert "Waterville Estates Association"
    2. Page 4, line 126 – insert in from of 'Zoning Board of Adjustment' the words "Town of Thornton" and insert "(ZBA)" immediately after 'Adjustment'
    3. Page 4, line 127 – delete 'there would not be any' and insert "Ms. Patti will recuse herself from any matters involving properties in Waterville Estates that come before the ZBA."
    4. Page 5, line 128 – correct typo "Ms. Patti duly…"
    5. Page 5, line 140 – correct typo "a Town Meeting" instead of 'the'

2. **Agenda Item # 5 b – Adoption of Minutes**
   Proposed Amendments to draft minutes of July 12, 2023:

    1. Page 2, line 41 – delete 'various boards' and insert "the Planning Board"
    2. Page 2, line 42 – insert before 'committees' the word "advisory"
    3. Page 2, line 49 – delete 'the seconder of the motion' and insert "identifying who seconded a"; delete 'identified'
    4. Page 2, line 52 – delete 'and how it will look' and insert a comma and "etc."
    5. Page 2, line 55 – delete 'minutes' and insert "discussion"
    6. Page 2, line 58 – insert after 'during' the words "or after a"; delete 'the'; delete 'adjusted for' and insert "populated with"
    7. Page 3, line 65 – insert before 'recording' the words "public body meeting"
    8. Page 3, line 69 – delete 'meeting running'
    9. Page 4, lines 104 – 114 – delete
    10. Page 4, line 120 – correct typo "permanent signs"
    11. Page 4, line 125 – insert "WEVD Management and" in front of 'committee'; delete 'against the' and insert "to proceed with"
    12. Page 5, lines 133 – 134 – delete the parenthetical '(like the horseshoe/shuffleboard areas)'
    13. Page 5, line 141 – after 'walkway' insert "surrounding the half court basketball court (to the rear entrance of the Community Center)"
    14. Page 5, line 143 – correct typo "the District (WEVD)" instead of 'WEA'
    15. Page 5, line 159 – modify sentence to read: "now the community has courts with a 25-year lifespan provided the District maintains them."
    16. Page 6, lines 161 – 162 – delete everything after 'needles off the courts'
    17. Page 6, line 173 – correct typo "$107,160.39"
    18. Page 8, line 245 – insert "Hart" after 'Emeline'; correct typo "Emaline"; insert "Hussey" after 'Kailee'; correct typo "Kayle"

19. Page 8, line 254 – insert before ‘postmaster’ the word “Campton”
20. Page 8, line 255 – delete ‘did not’ and change ‘believe’ to “believes”
21. Page 8, line 256 – delete ‘would take that much’ and insert “will be more than needed”
22. Page 8, line 259 – insert after ‘consist of’ the words “extending the roof, …”; insert after ‘wall’ insert “on the mailbox structure, ”
23. Page 8, line 262 – delete ‘installation’ and insert “a concrete pad”
24. Page 9, line 264 – delete the ‘)’ after ‘etc.’