Waterville Estates Village District

Commission Non Public Session Minutes – August 9, 2023

The Non-Public session was called to order at 19:09 hours on August 9, 2023. Present were Maureen Patti, Dave Spinney, Ron Beard, Allison Smith and Gerry Panuczak.

Ms. Smith shared information regarding two Water accounts that were invoiced to previous owners. Following research, it was determined that the Commissioners should consider writing off $593.60 as bad debt. This position is shared by accounting consultant MRI. Mr. Spinney moved to write off $593.60 as bad Water debt. Ms. Patti seconded the motion. All Commissioners present voted affirmative.

Ms. Smith exited the meeting at 19:15 hours.

Ms. Patti proposed an amendment to the 1/25/2023 draft Non Public Commission minutes. Mr. Spinney seconded the motion. All Commissioners present voted affirmative. Ms. Patti motioned to approve the 1/25/2023, 2/8/2023, 2/17/2023, 3/8/2023, 4/8/2023, and 5/10/2023 draft Non Public Commission minutes. Mr. Spinney seconded the motion. All Commissioners present voted affirmative.

Mr. Panuczak presented the recent trespass issue after hours at the Community Center. He recommended that issues such as this in the future should be Village District matters, and Campton Police would be the authority to handle any investigation and enforcement. All Commissioners present agreed.

Ms. Patti shared that District Counsel has opined that CIF moneys have been assigned incorrectly. The Village District should be using the Trust Fund for certain transactions. Mr. Beard will work with the Toen of Campton to facilitate, and a warrant article will be created for the next Annual Meeting to memorialize.

Ms. Patti shared that the overflow parking lot at the Community Center is not WEVD property. The property is part of the Webster Court common land. She will work with Counsel to create an easement for WEVD use.

Ms. Patti shared that the Commissioners need to complete a one year performance review for the General Manager. Each Commissioner will complete a draft, and Mr. Panuczak will consolidate the documents.

Mr. Spinney shared that he and Mr. Beard met with WEA representatives to review the second quarter financials on the Recreation Fund. The fund has grown from $75,000 to $109,000. It was agreed for the District to take $25,000 for District expenses following the next reconciliation following third quarter. Mr. Spinney stated that the WEA Board is considering guest memberships to be available at the Community Center.

The Non-Public session was concluded at 20.15 hours on August 9, 2023 by unanimous roll call vote of Commissioners present. The Commissioners returned to Public session.

Respectfully Submitted

Gerry Panuczak