# WEVD COMMISSION MEETING AGENDA
## Wednesday, September 13, 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. WEVD Planning Board DRAFT MASTER PLAN presentation, review
6. Approval of Minutes
    a. August 9, 2023
7. Treasurer's Report
8. GM's Report
9. CONSENT CALENDAR
    a. Manifests
10. GENERAL CALENDAR ITEMS
    a. Water Connections
        i. Meyer Drive
        ii. Tobey Road
        iii. Brambleberry Lane
11. Mailbox update, Paving walkway
12. Outdoor pools – heating & closing
13. VOLUNTEERS NEEDED – ADA Accessibility Committee
14. Newspaper Notice for Public Hearings
15. Next Meeting: Wednesday, September 27, 2023 @ 4 p.m.
    Public Hearings re: (1) refund of CIF monies (Campton Mountain Ski Trail Lighting) to WEA, (2) WATER ORDINANCE MODIFICATIONS following advisory vote @ Annual Meeting
16. Public Comment Period
17. Non-Public Session
18. Adjourn Meeting

# Waterville Estates
# Village District

# MASTER PLAN
# May 2023



*Waterville Estates in Autumn - Digital Art by Nancy Griswold*

# ACKNOWLEDGEMENTS

The Waterville Estates Village District Planning Board would like to express its appreciation and thanks to all who helped in the development of this Master Plan. Unfortunately, the COVID-19 pandemic restricted many of the in-person events that would typically be held during such a process; nevertheless, residents and property owners were very responsive to the emailed and online surveys that the Board needed to rely on to collect necessary and important information.

Members who served on the Waterville Estates Village District Planning Board during this process and other interested citizens include:

Stanley Bujalski

Mark Canfield, Chair

Ned McElroy

Michael Palm

Gerry Panuczak

Ryan Timms

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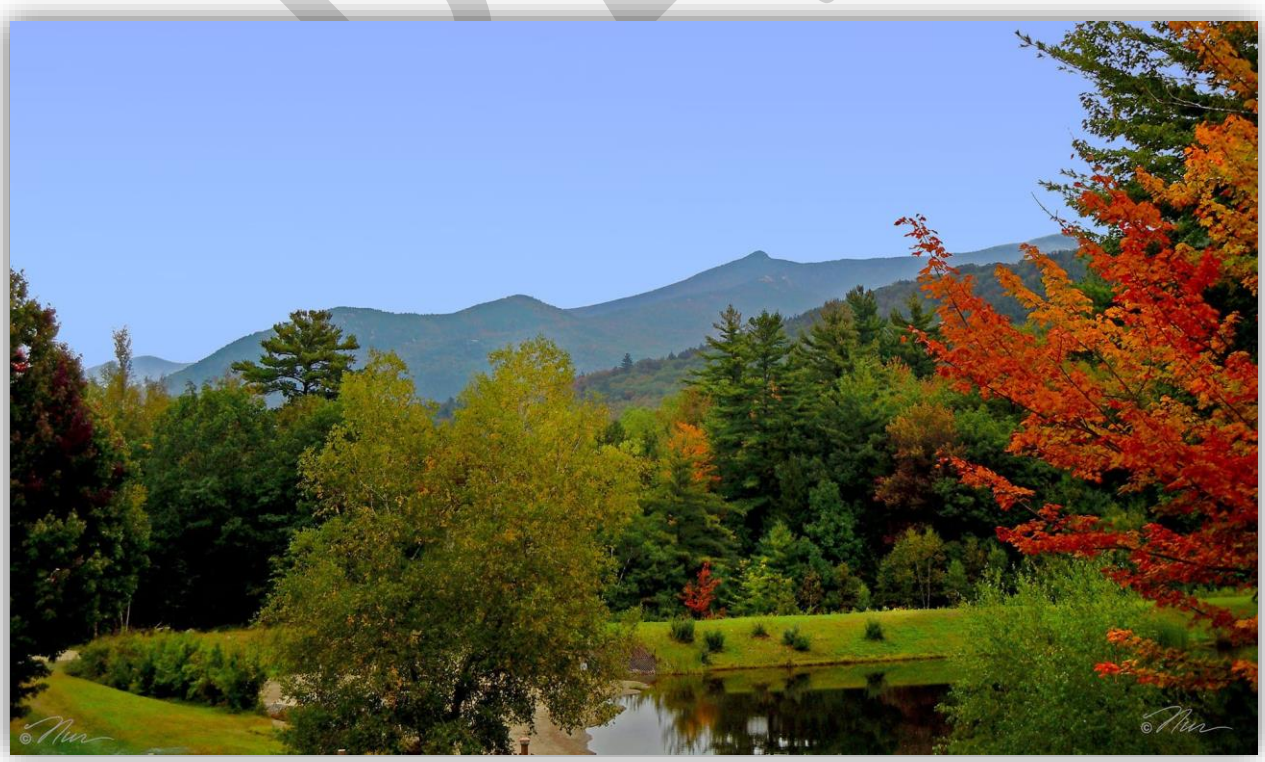

# CERTIFICATE OF ADOPTION

The Waterville Estates Village District Master Plan was adopted by the Planning Board following a duly-noticed public hearing on _____, 2023. This Master Plan shall take effect upon the filing of a copy of this certificate with the Town Clerks of Campton and Thornton, New Hampshire.

Attest: Waterville Estates Village District Planning Board
Campton, New Hampshire

_____
Stanley Bujalski

_____
Mark Canfield, Chair

_____
Ned McElroy

_____
Michael Palm

_____
Gerry Panuczak

_____
Ryan Timms

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Appendices:

A. Articles of Association
B. Bylaws
C. Property Restrictions, Easements, and Covenants
D. Visioning Survey


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# Chapter 1 - Introduction

In New Hampshire all Planning Boards are required to "prepare and amend from time to time a master plan to guide the development" of the community (RSA 674:2). Furthermore, any community that wishes to adopt a zoning ordinance must, by law, have a master plan in place. The Waterville Estates Village District Planning Board has undertaken the development of an updated Master Plan for this community with the intention of exploring the future adoption of a zoning ordinance, as well as initiation of Capital Improvement Plans.

A Master Plan is not a legal document, it is however the foundation for any zoning that results from its recommendations. By law, there are only two required sections of a Master Plan – the Vision and Land Use. There are more than a dozen optional sections that are identified in the statute, and communities can choose to focus only on those that are relevant to their particular interests and circumstances.

This process was enabled by the establishment of the Waterville Estates Village District (WEVD) Planning Board in September of 2020. The members of this new Board recognized that a Master Plan is necessary if the District hopes to improve its ability to maintain the road and water infrastructure. The Planning Board began the master planning process in March of 2021 with the creation of several subcommittees tasked with working on a specific topic. The Board also engaged the services of a planning consultant to assist in the process. The first task for the Board was to create and distribute a survey intended to gauge the opinions of residents regarding their vision of the future for this community (the survey can be found in the Appendices).

Data was collected for other chapters, as well as questions in the survey about the residents, e.g., who lives here full-time, part-time, employed, retired, etc. All this information forms the basis of the vision and the goals for the future.



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# Chapter 2 - Profile of Waterville Estates

Waterville Estates is located in the north central part of Grafton County and straddles two towns - Campton and Thornton. The Estates is adjacent to the White Mountain National Forest and its location provides easy access to major highways linking it to Plymouth, Ashland, and Lincoln. The community encompasses 1400 acres of forested and mountainous terrain dotted with individual and multi-unit (e.g., condominiums) homesites, common use land, a ski mountain and lodge, as well as the community's centerpiece of a full recreational facility, ponds, and outdoor recreational facilities.

The Estates is comprised of a total of 900 lots, platted at its incorporation. To date 551 homes have been constructed, leaving 349 lots that have not yet been built out. New home construction approximates 8 - 10 units annually.

## History

Conceptualized and planned in 1969 and incorporated in 1972, the community was developed by the Locke Waterville Corporation, and has grown from a predominantly seasonal second home recreational community to one that is truly all seasons and home to many full-time residents.

## Governance

Originally established as a homeowner's association subject to its own bylaws, the community subsequently elected to incorporate as a Village District under RSA 52 in 1977 and was subsequently approved by the state legislature.

**CHRONOLOGY OF WATERVILLE ESTATES**

**September 1, 1977**

Pursuant to RSA 52:24, notice is hereby given on behalf of the selectman of the towns of Campton and Thornton, New Hampshire that at an organization meeting held on August 20, 1977 a new village district was formed lying partly in the town of Campton and partly in the town of Thornton. The name of the village district is Waterville Estates Village District. Powers granted to said district are for the acceptance and maintenance of roads.

**March 30, 1981**

Waterville Estate Village District Meeting voted to accept Article 3: To see if the District will vote to accept a transfer of the corporate properties of Waterville Estates Water District and all of its liabilities and assume and pay all such liabilities, and will vote to authorize the Commissioners to take any and all action necessary to accomplish such transfer of corporate properties and liabilities of the Waterville Estates Water District

**July 7, 1981**

Whereas, the Selectmen of the towns of Campton and Thornton, New Hampshire have received a petition of more than 10 legal voters requesting establishment of a village district within the towns of Campton and Thornton for the purpose of the supply of water for domestic purposes; the maintenance of activities for recreational promotion and the control of pollen insects and pests as authorized by RSA 52.

**April 24, 1982**

Warrant of Special Meeting of the District Article 2: To see if the district will vote in accordance with RSA 52:6 to add the purpose of "the impoundment of water" to the purpose for which the district exists, as permitted by RSA 52:1 (K)

**April 15, 2006**

Waterville Estates Village District at the annual district meeting voted to accept Article 4: To see if the District will vote to establish a Recreation Revolving Fund pursuant to RSA 35-B:2, II. The money received from fees and charges for the use of recreation facilities and concessions shall be allowed to accumulate from year to year, and shall not be considered to be part of the District's unreserved fund balance. The District Treasurer shall have custody of all money in the fund, and shall pay out the same only upon order of the Commissioners (no further town meeting approval required). These funds may only be expended for recreational purposed as stated in RSA 35-B, and no expenditures shall be made in such a way as to require the expenditure of other Town funds other than those specifically authorized.

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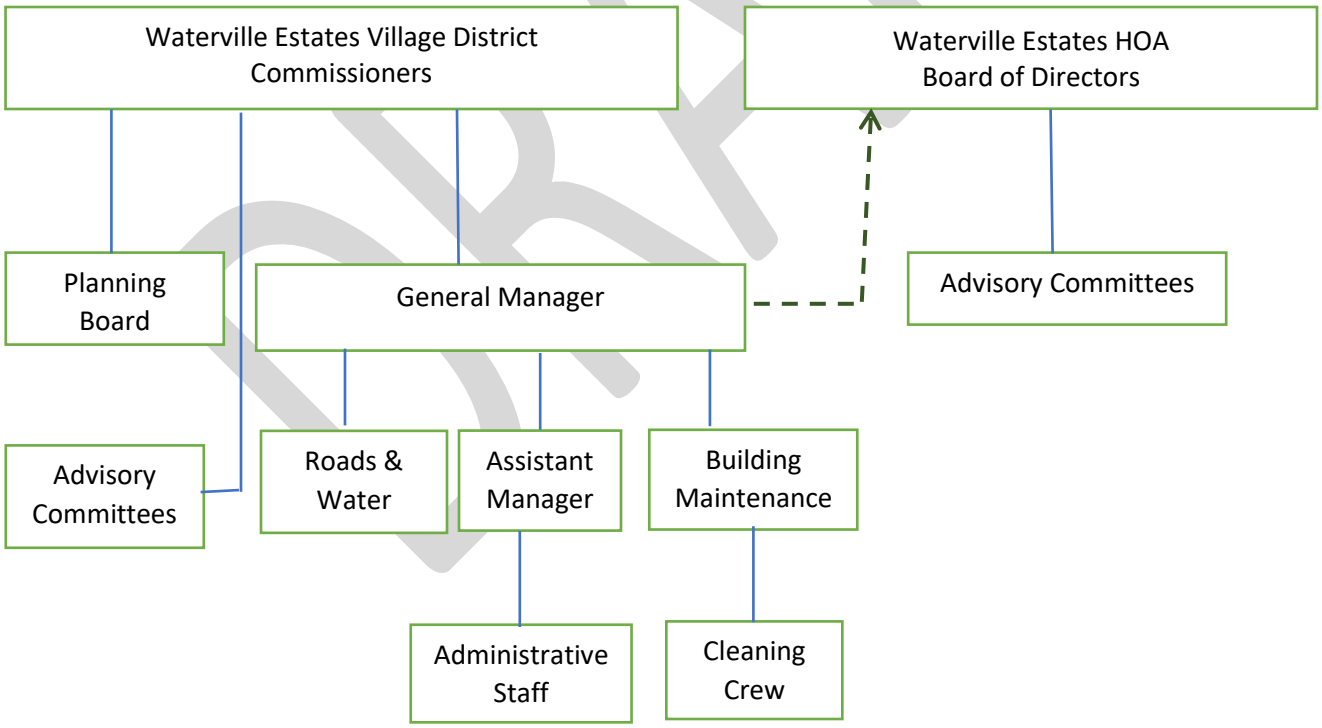
# Chapter 2 - Profile of Waterville Estates

The overall direction, leadership, and administration of Waterville Estates Village District are the responsibility of three (3) commissioners elected at the annual meeting for staggered three-year terms; they are the primary authority in the decision-making process, matters involving personnel supervision, policy making, and fiscal matters (see the Organizational Chart below).

A Homeowner's Association (HOA), Waterville Estates Association, was established for administering recreational activities and bylaw enforcement. In 1988 and 2010, the recreational physical assets, Community Center, and Campton Mountain were deeded to the Village District with ownership requiring the main facilities to be utilized as Common Property for owners (and guests).

The HOA works in parallel with the Commissioners, with their primary function of conceptualizing and implementing recreational offerings, establishing sound investment, financial, and budget projections for recreational purposes including revenues, and expenses, enforcing bylaw restrictions, and managing a Capital Improvement Fund (CIF) funded by mandatory fees paid by buyers of new and existing homes and property building lots within the Village District.

**ORGANIZATIONAL CHART**

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# Chapter 2 - Profile of Waterville Estates

**District Management – District Commissioners**

All administrative matters are in the hands of the WEVD Commissioners. The Commission is the governing body for the District and assume responsibilities according to New Hampshire law for the following:

1. Supervise/manage employees that provide all essential services provided and recreational activities and implement the Master Plan for Waterville Estates Village District.
2. Facilitate regular meetings of the District Commissioners meetings and any other meetings, as necessary.
3. Make appropriate decisions with regard to purchasing, planning, facilities maintenance, and fiscal matters.
4. Appoint persons to the Planning Board and the various advisory committees including but not limited to Records, Snow making, Budget Advisory, Water and Roads, and ADA Accessibility.
5. Act as a liaison/Public Relations link to surrounding communities (Campton, Thornton) and any other community groups.
6. Manage the District owned facilities. Administrative functions for the District are located in the Community Center, the facility housing various recreational amenities within Waterville Estates.

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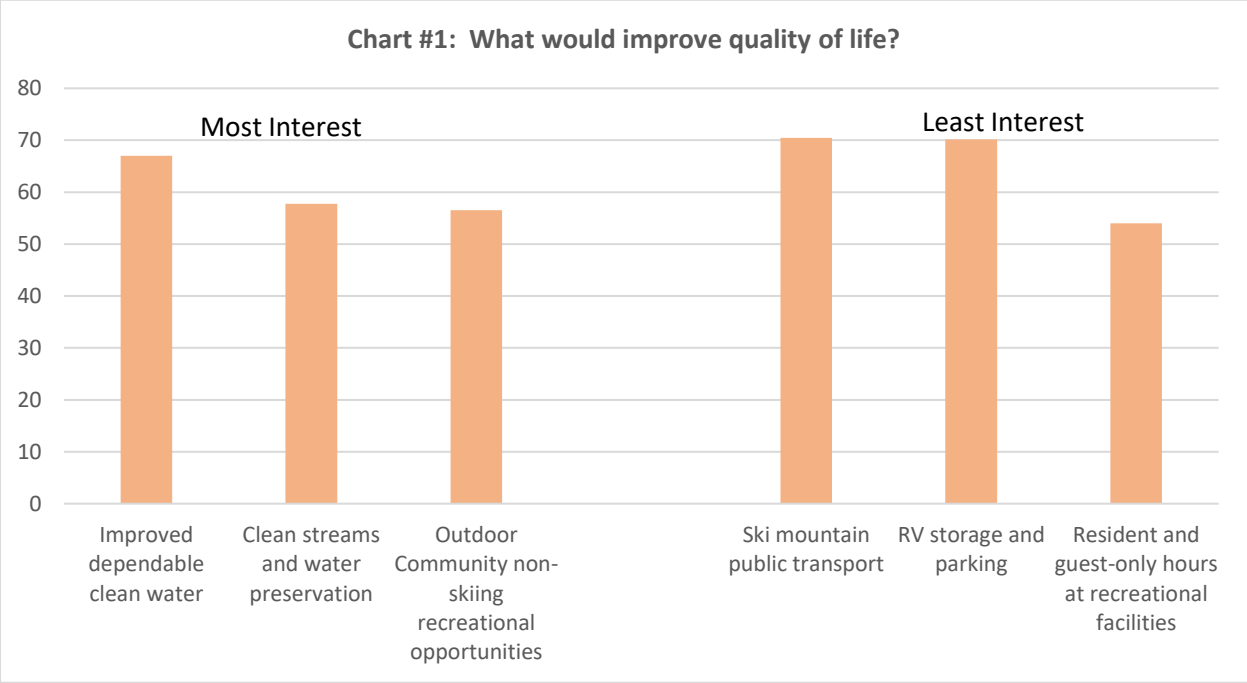
# Chapter 3 - Vision

The community Vision statement is intended to provide a clear guiding statement of what the residents of Waterville Estates want their community to be now and how they see it evolving in the future. This statement provides guidance for the Estate governing body, the Commission, the HOA, and WEA to make decisions for today and plan for the future that is envisioned by the residents.

New Hampshire RSA 674:2 states that every Master Plan is required to have: "a vision section that serves to direct the other sections of the plan. This section shall contain a set of statements which articulate the desires of the citizens affected by the master plan, not only for their locality but for the region and the whole state. It shall contain a set of guiding principles and priorities to implement that vision."

The vision expressed herein is based upon the results of a survey that was distributed to all property owners of Waterville Estates. The response rate of this survey was over 50%, which is significantly higher than what is considered valid for a Master Plan survey. A public roundtable meeting was conducted on October 1st, offering attendees the opportunity to express their ideas and opinions of the summaries of the survey. This information was incorporated into the final results. These results give the WEVD Planning Board and the District administration a great deal of confidence that the planning that comes out of this exercise reflects the wishes of a majority of the residents.

The Planning Board analyzed the results of the survey and distilled the responses to the top three issues that ranked of most important and of least importance to the respondents. The responses are represented visually in the following graphs. The complete survey with responses can be found in the Appendix.

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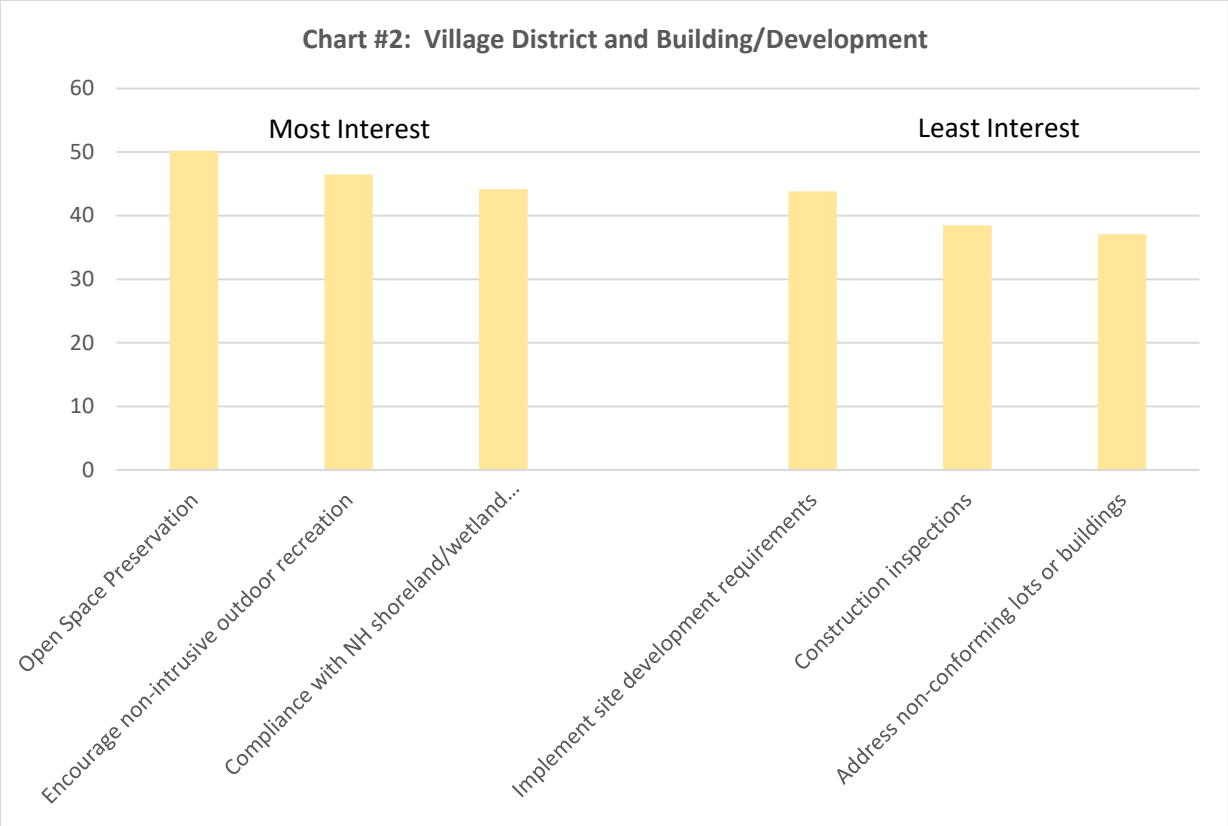
Chart #2: Village District and Building/Development
60
50
40
30
20
10
0
Most Interest
Least Interest
Open Space Preservation
Encourage non-intrusive outdoor recreation
Compliance with NH shoreland/wetland...
Implement site development requirements
Construction inspections
Address non-conforming lots or buildings

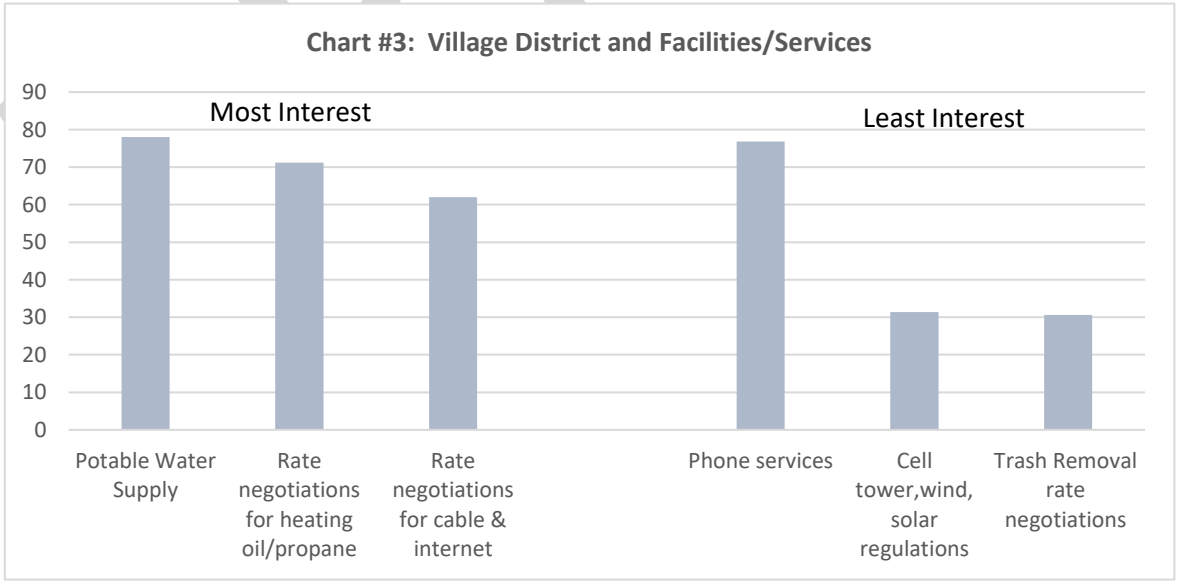
Chart #3: Village District and Facilities/Services
90
80
70
60
50
40
30
20
10
0
Most Interest
Least Interest
Potable Water Supply
Rate negotiations for heating oil/propane
Rate negotiations for cable & internet
Phone services
Cell tower,wind, solar regulations
Trash Removal rate negotiations

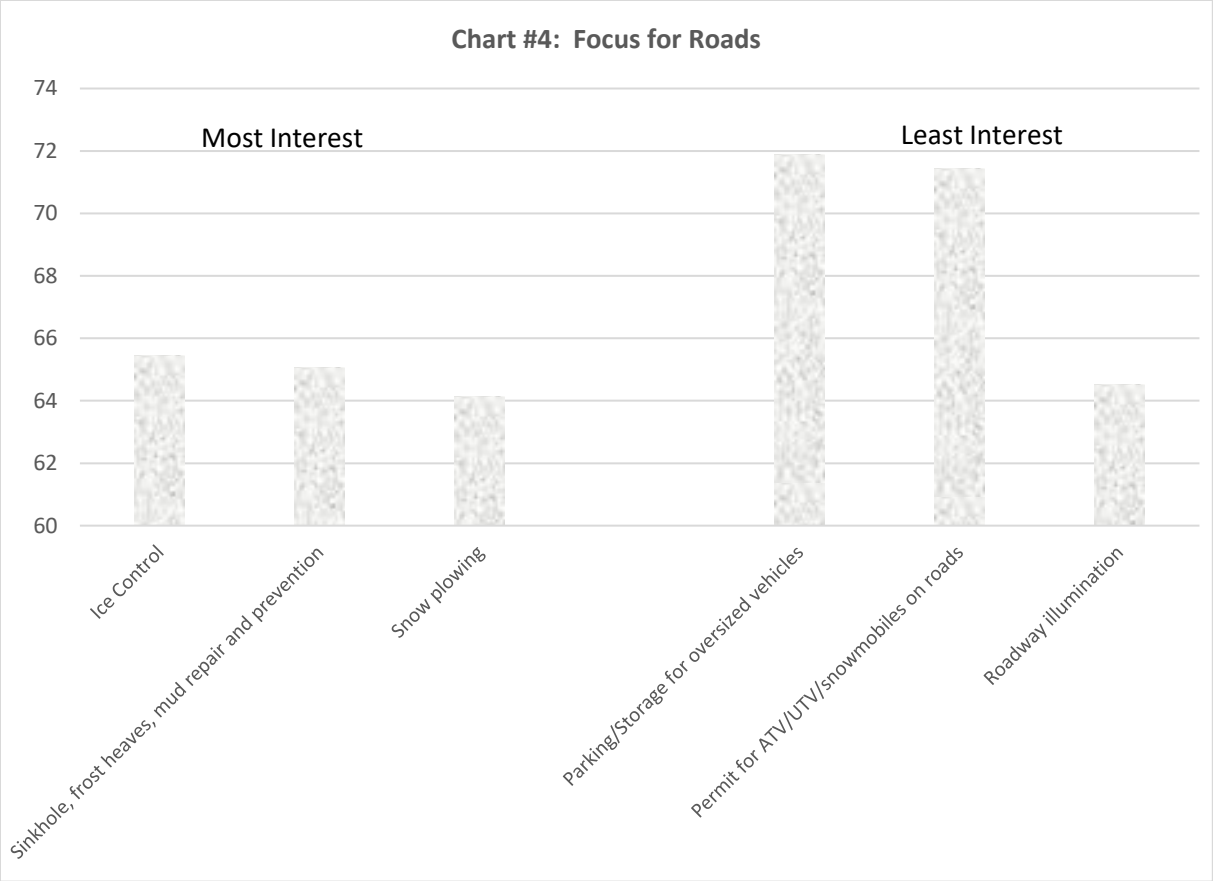
Chart #4: Focus for Roads
74
72
70
68
66
64
62
60
Most Interest
Least Interest
Ice Control
Sinkhole, frost heaves, mud repair and prevention
Snow plowing
Parking/Storage for oversized vehicles
Permit for ATV/UTV/snowmobiles on roads
Roadway illumination

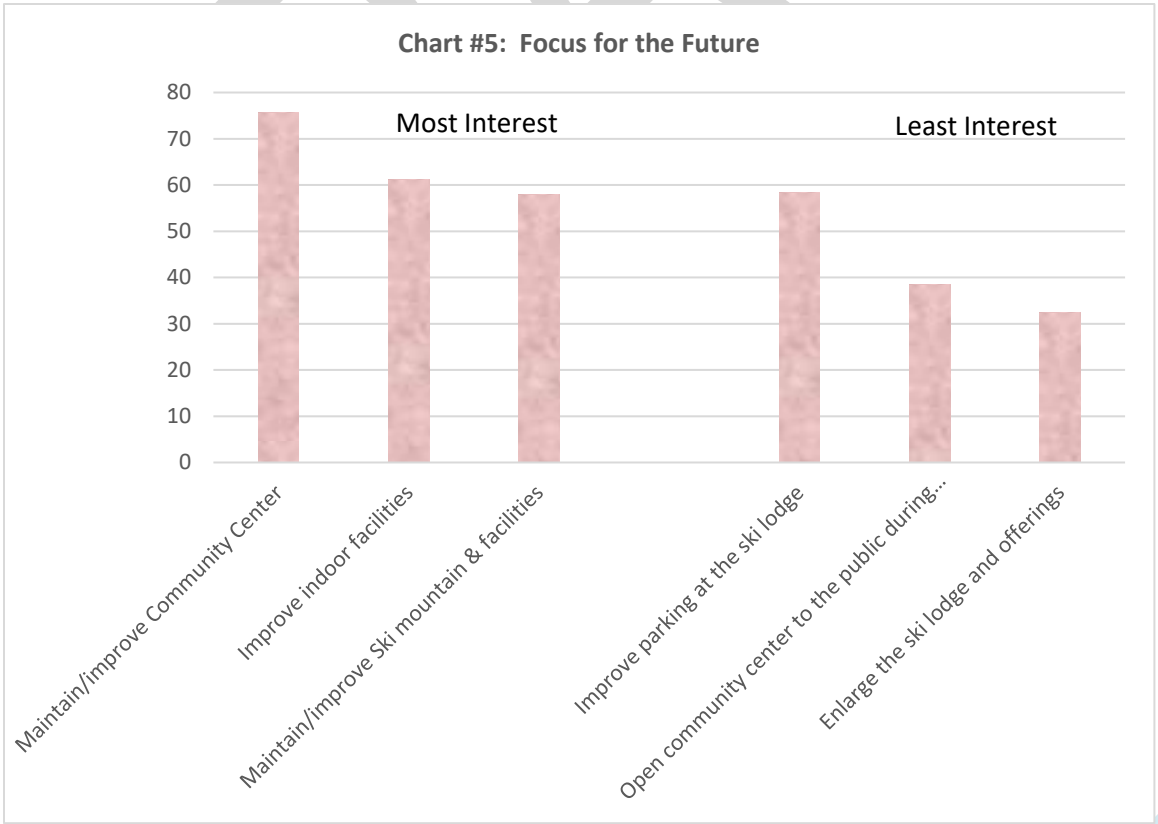
Chart #5: Focus for the Future
80
70
60
50
40
30
20
10
0
Most Interest
Least Interest
Maintain/improve Community Center
Improve indoor facilities
Maintain/improve Ski mountain & facilities
Improve parking at the ski lodge
Open community center to the public during...
Enlarge the ski lodge and offerings




The Vision for Waterville Estates is articulated through four key themes that were identified from the survey responses: the Natural Environment; Facilities and Services; Recreation; and Land Use.

The Natural Environment




Facilities & Services



Recreation



Land Use



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**Theme 1. The Natural Environment:** The residents of Waterville Estates value the extraordinary natural resources that surround them and recognize the importance of preserving them not only for their enjoyment but also for the benefit of the natural world.

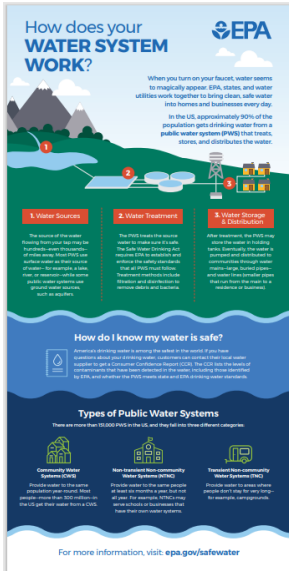


*"The area…is a true gem of the state. The Whites are beautiful…The value of living here is high and impacts our lives daily."*
Response from the Visioning Survey

| GUIDING PRINCIPLES: |
|---|
| 1. Maintaining a healthy ecosystem requires good stewardship of all the natural resources, such as forests and waterbodies. |
| 2. Scenic views and wildlife habitat should be protected from all upcoming future development. |

**Theme 2. Facilities & Services:** The residents of Waterville Estates consider the physical facilities and provision of services of utmost importance and support maintaining and improving them.

*"We love all of the unique, year-round amenities that WVE offers. We particularly sought a community that has well-maintained indoor pools as well as outdoor pools. The ski mountain and the recreation center are the primary reason that we purchased a home in the Estates."*
Response from the Visioning Survey




| GUIDING PRINCIPLES: |
|---|
| 1. It is important to maintain, improve, and where reasonable and feasible, expand the physical facilities in order to ensure continued sustainability and optimal operations. |
| 2. Working together, the Waterville Estates Village District and the Waterville Estates Homeowner's Association will provide the guidance and support needed to ensure the ongoing functionality of all of the Estates facilities and services. |

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**Theme 3. Recreation:** Recreational opportunities are a significant factor in the quality of life in Waterville Estates and one that residents envision as being a constant into the future.



Question: Why did you purchase property in Waterville Estates? Answer: *"Loved the area and the home. The amenities were a bonus."*
Response from the Visioning Survey

| GUIDING PRINCIPLES: |
|---|
| 1. Providing recreational options for all ages and abilities is important and adds to the social fabric. |
| 2. All efforts should be made to consistently maintain existing services before considering expanding with reasonable and feasible additional services. |

**Theme 4: Land Use:** The residents of Waterville Estates recognize that attention to how properties are developed is important to ensure the health and welfare of the community they value. At the same time, they are aware of existing and differing responsibilities of the Estates officials and those of the Towns of Campton and Thornton.



*"It's important to think of the quality of the community we want to develop and create guidelines accordingly."*
Response from the Visioning Survey

| GUIDING PRINCIPLES: |
|---|
| 1. It is important to have clear roles of responsibility between the Homeowner's Association and that of Village governance. |
| 2. Ensure that there is adequate human and financial capacity to manage the Estate responsibilities, today and into the future. |

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# Chapter 4 – Facilities & Services

When it comes to facilities and services, Waterville Estates Village District has five distinct assets: a public Water System, maintenance yard, Campton Mountain Ski area, a multipurpose Community Center and an interlaced trail system throughout the district. Each one of these is an integral part of our community, leading to its appeal and success. The Village District is responsible for the future planning, maintenance, and budgeting of these facilities.

The Public Water System supplies water to 520 occupied properties, the Community Center and the Campton Mountain Ski Facility. The system is supported by two operating wells that are located a few hundred yards from the end of Doe Run near the Mad River. The main storage tank is located at the top of Pegwood Drive. The piping system that carries water runs along some of the recreational trails in the district, alongside many roads in the district, and between property lines. Emergency power generators provide uninterrupted water supply. This water system was part of the community from its development and requires continual maintenance to keep up with the needs of our property owners and respond to the demands as new homes are added to the system.

The water system is a critical asset to our community. The Commissioners have identified a number of pressing needs for the water system infrastructure based on an evaluation conducted in 2021 by an engineering firm. The firm was hired to develop a Water Master Plan, of which one component was the creation of an Asset Management Plan (AMPlan). This AMPlan provides an inventory of the water system components (some of which are more than 50 years old), evaluates their condition, and prioritizes their repair or replacement. Some of the critical issues identified during the evaluation include enlargement of the Sunset Tank, pumps and pump house, the development of a new well for future supply, and possibly moving the water treatment facility to a new more accessible location. The Commissioners applied for and were granted a matching grant from the NH Department of Environmental Services to help offset the cost of hiring the engineering firm. In the future, the Commissioners intend to seek additional state and federal funds to help cover the costs of the improvements identified in the Plan.

In August of 2021 the Commissioners proposed, and the District adopted, a Water Ordinance (amended in October of 2022) that authorizes the District to regulate a community well drinking water system. The adoption of this Ordinance was in response to legal advice regarding a requirement for all Community Water Systems to have a "definitive water use ordinance." The development of this Ordinance was part of the work done by the engineering firm on the Water Master Plan; adoption of this Ordinance was an important step in separating the Water Department budget from the general municipal budget. The current Ordinance sets the rate for water usage based on the number of bedrooms in a home, as well as specifying other rules and regulations applicable to the current and potential future users of the system.

The maintenance yard consists of two buildings and an area large enough to be used as storage. The facility houses and stores the following: heavy equipment, road sand and salt for the winter season, construction material, water system piping and materials, and road repair materials. Upkeep and repair of our equipment is often conducted in this area.

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# Chapter 4 – Facilities and Services

The Community Center is a facility that functions in a variety of ways for the community. The District Offices are located here. The facility has an emergency generator and can provide a place for residents to use when there is no electricity in the community. Many of the District's recreation amenities, both indoor and outdoor, are located at the community center, and are described in more detail in Chapter 5.



Recent improvements to the Center consisted of replacing the existing boilers with four high efficiency boilers and an upgrade of all HVAC systems at the Center. The boilers were replaced due to failure and were not included in the HVAC upgrade, which addressed only the Summit Lounge and the Gymnasium in the Community Center. By working together, the Commissioners and the Board of Directors were able to fund the boiler replacement and avert a shutdown of the facility. Other future needed improvements include but are not limited to: a new flooring system around the indoor pools; a new roof over the lap pool; inspection of the roof trusses; accessibility improvements; HVAV upgrade to the office area; and repair of the outdoor pools.



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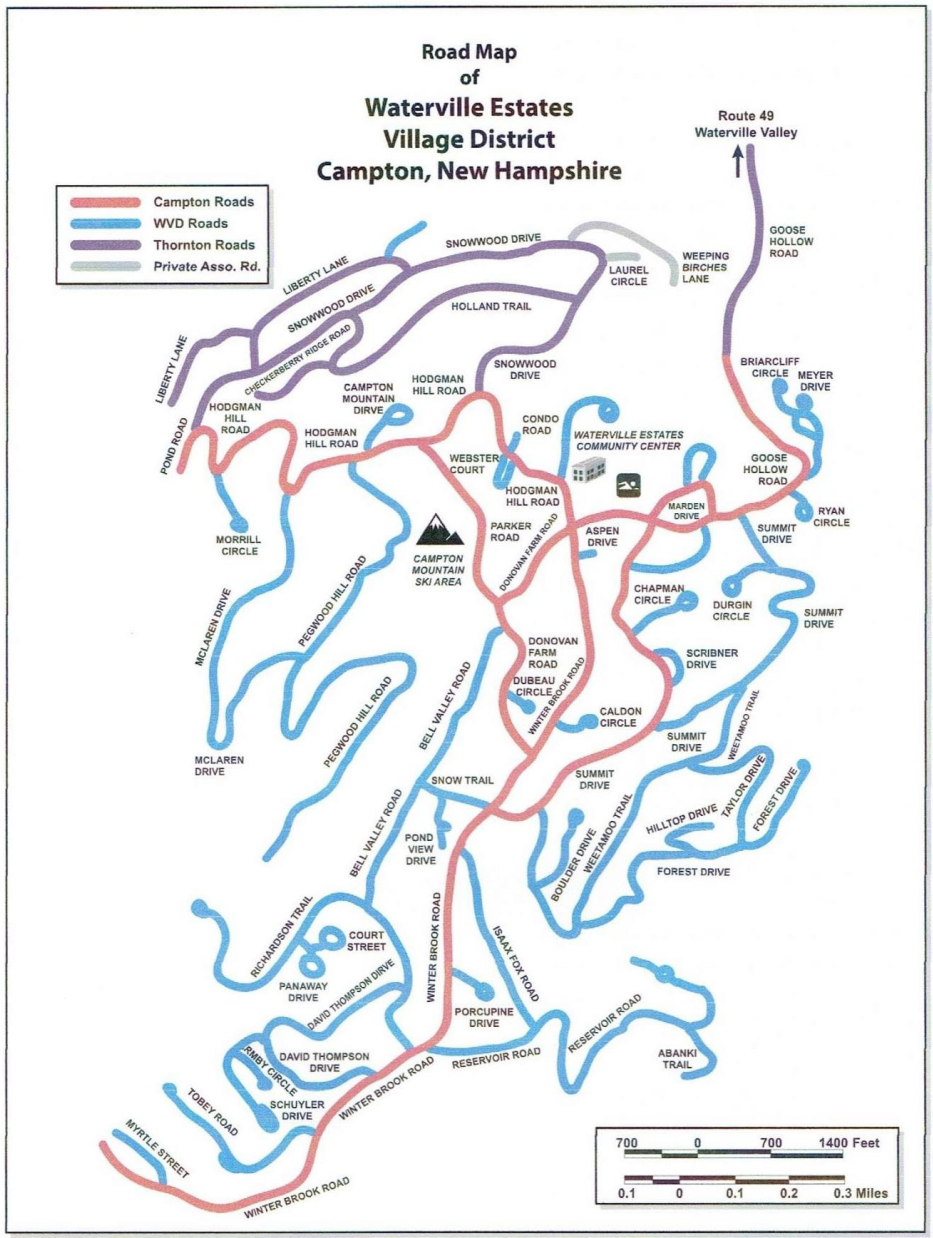
# Chapter 4 – Facilities and Services

## Roads

Waterville Estates is served by a network of roads, some of which are owned and maintained by the Towns of Campton and Thornton; the remainder are owned and maintained by the District. These roads are both paved and unpaved, although the majority of them are unpaved.

In the 2021 Waterville Estates Village District Annual Report the Commissioners note that a plan is being developed to repave all of the paved roads, pave the unpaved roads, and institute a schedule for maintaining them on a 20-year rotating basis.



# Chapter 5 – Recreation

Waterville Estates is a planned, four-season community that provides access to recreational opportunities for connection to the natural world that we all chose to be a part of by buying a home in Waterville Estates and within the White Mountains. Be it hiking on our trails or playing on the outdoor courts, we are surrounded by nature and wildlife. The intent of this chapter is to create a clear path to engaging in and preserving our natural wonders as well as maintaining appropriate recreational use in our community, both outdoors and indoors, in our pools, gym and arcade.

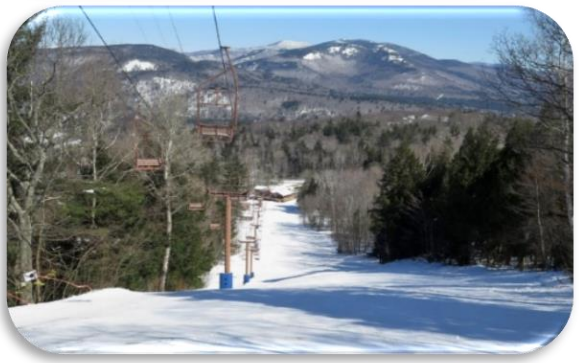
**Campton Mountain**

Campton Mountain ski area and lodge was created to give Village District residents a local place to ski. The Mountain has three main trails that accommodate beginners, intermediate, and expert skiers. There is also a chair lift and a beginner's rope tow. In addition, there is access to the Estates' recreational trail system. The ski mountain has day and evening skiing capabilities. The lodge at the facility is utilized during the winter months for food and beverage service and entertainment. Currently, the ski mountain and the lodge are open on Fridays, Saturdays, and Sundays during the ski season.





In 2021 the Campton Mountain Snowmaking Committee was formed to investigate the question of expanding the snowmaking capabilities. The Committee sent out a survey to owners, with 90% responding that snowmaking would improve their overall experience and would increase their frequency of skiing at the Mountain. The Committee contracted with a consultant to develop a snowmaking plan, the goal of which is to make snow in late fall, thereby allowing skiing throughout the entire winter. There are also plans to increase the utilization of the ski lodge by offering the facilities for off-season rental.



The Facility has a backup generator to supply the ski area with power. Recent work at the Mountain consisted of reconstructing the lighting system for the rope tow area, and other areas of the mountain which involved trenching and burying wires and replacing lights with LED high-efficiency lights. The remainder of the lighting has been disconnected and will be addressed in the near future.

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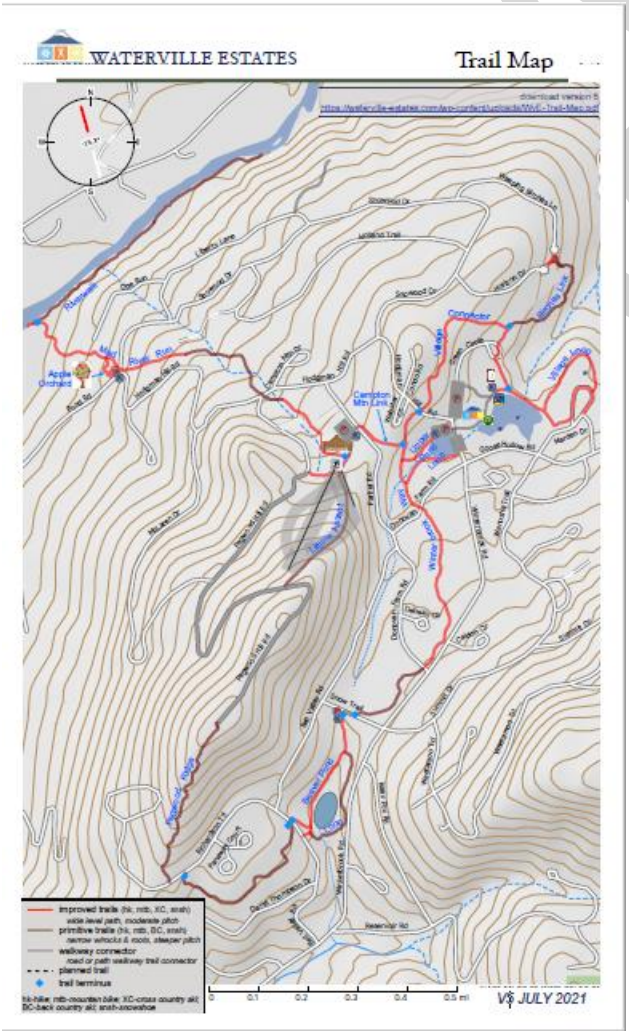
# Chapter 5 – Recreation

## Community Center

The Community Center, as noted above, is the location for the District offices. In addition, it provides a number of indoor and outdoor recreational amenities. Outdoor amenities consist of two pools, jacuzzi, patios, food and beverage areas, tennis courts, pickleball courts, basketball court, playground, swimming and fishing pond and beach, and horseshoe pits. Inside the facility the amenities include a swimming pool, lap pool, jacuzzi, fitness room, game room, locker rooms, two conference rooms, and a small lounge.










## Recreational Trail System

These facilities comprise several miles of walking, hiking, Cross Country skiing, snowshoeing, and mountain biking trails, bridges, and information kiosks that are located throughout the community. These facilities are primarily maintained by volunteers but occasionally WEVD employees assist when lifting is heavy. Expansion of the trail network to improve the experienceis is always under consideration.

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# Chapter 6 – Existing and Future Land Use

## Existing Land Use

The community of Waterville Estates is situated on 1400 acres within the Towns of Campton and Thornton, with the majority of the land in the Town of Campton. Existing land uses in the Estates are predominantly residential. Typical master plans include a description of the existing land uses in a community - for example, active uses such as residential, commercial, public, semi-public, institutional, and passive uses such as forest, farms, or conservation lands.

In the case of Waterville Estates, the existing active land uses are residential only, given that the Estates is not a municipality, but a planned community within two municipalities that was established specifically as a residential community. Commercial uses are not allowed, except for home occupations (that do not change the residential character of the home) or approved public or semi-public professions (e.g., artists, architects). The only existing commercial uses in the Estates are a real estate office (Waterville Estates Realty), a construction operation (Winterbrook Construction), and the operations of Campton Mountain ski mountain and lodge. Of the 900 platted lots in the Estates, 551 are developed; 367 of these are single-family homes and 184 are a combination of single- and multi-unit condominiums.

Aside from the easements and covenants governing Waterville Estates, the development is also governed by the zoning ordinances of the Towns of Campton and Thornton. Links to the zoning ordinances of both Town websites can be found here:

TOWN OF CAMPTON ZONING ORDINANCE (camptonnh.org)

Thornton Zoning Ordinance (TZO) (townofthornton.org)

Within Campton, Waterville Estates has its own designation as a zone, although it is incorporated into the Precinct Residential Zone (see Campton Zoning Map below). In the Town of Thornton, that portion of the Estates lies in the General Residence District (see Thornton Zoning Map following).

Both zoning ordinances have provisions for a range of varied permitted uses within the zoning districts that cover Waterville Estates, including a variety of non-residential uses. None of these, however, are applicable to Waterville Estates, as the allowed uses in the Estates are governed by the HOA's Bylaws and Revised Restrictions, Easements and Covenants (dated January 25, 1972).

As with permitted uses, both town ordinances contain dimensional requirements for new lots, shown in Table #1 following. These requirements also do not affect lots in Waterville Estates, because they, too, are governed by the HOA's Bylaws and Revised Restrictions, Easements and Covenants cited in the paragraph above.

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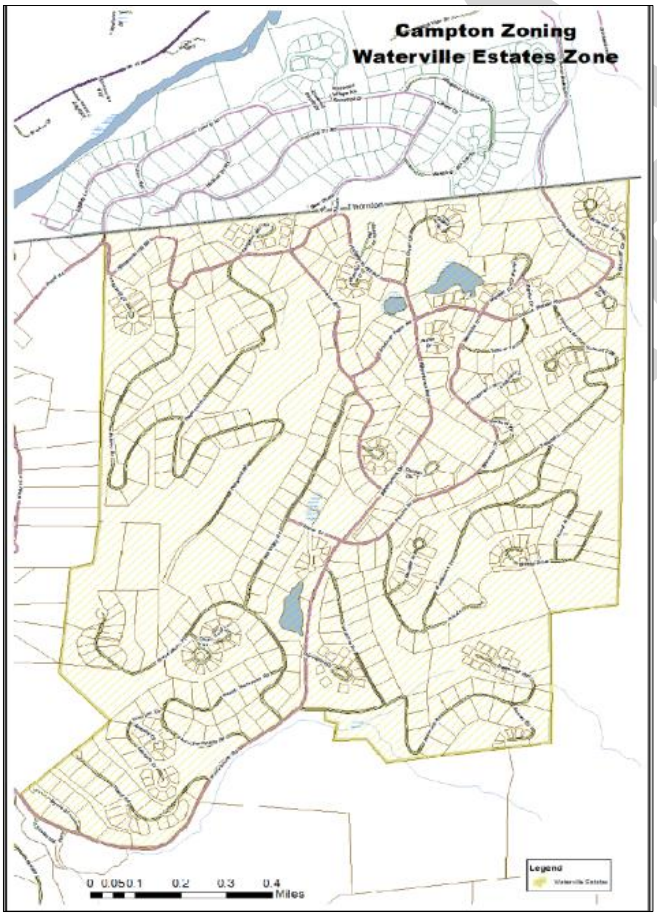
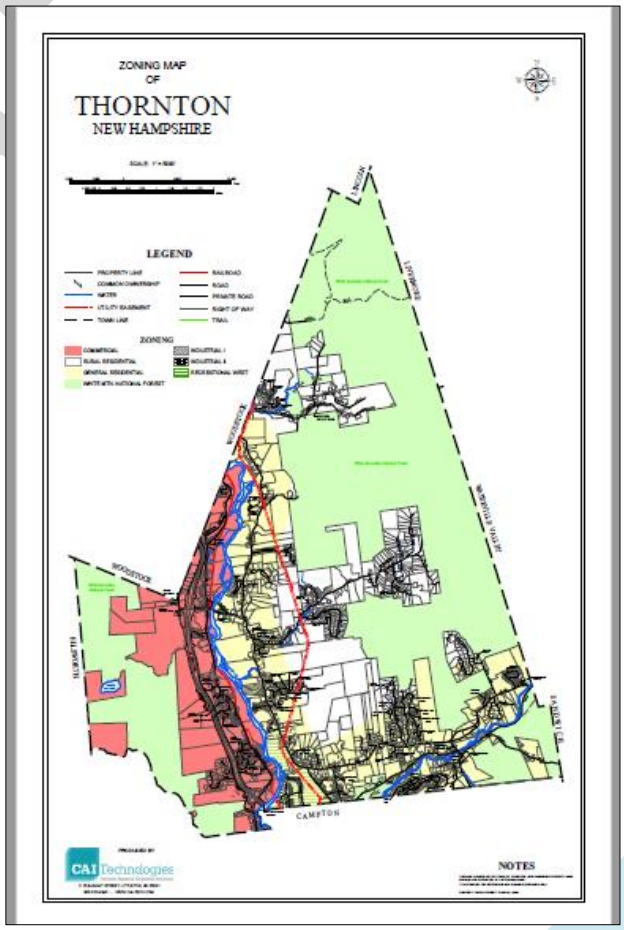
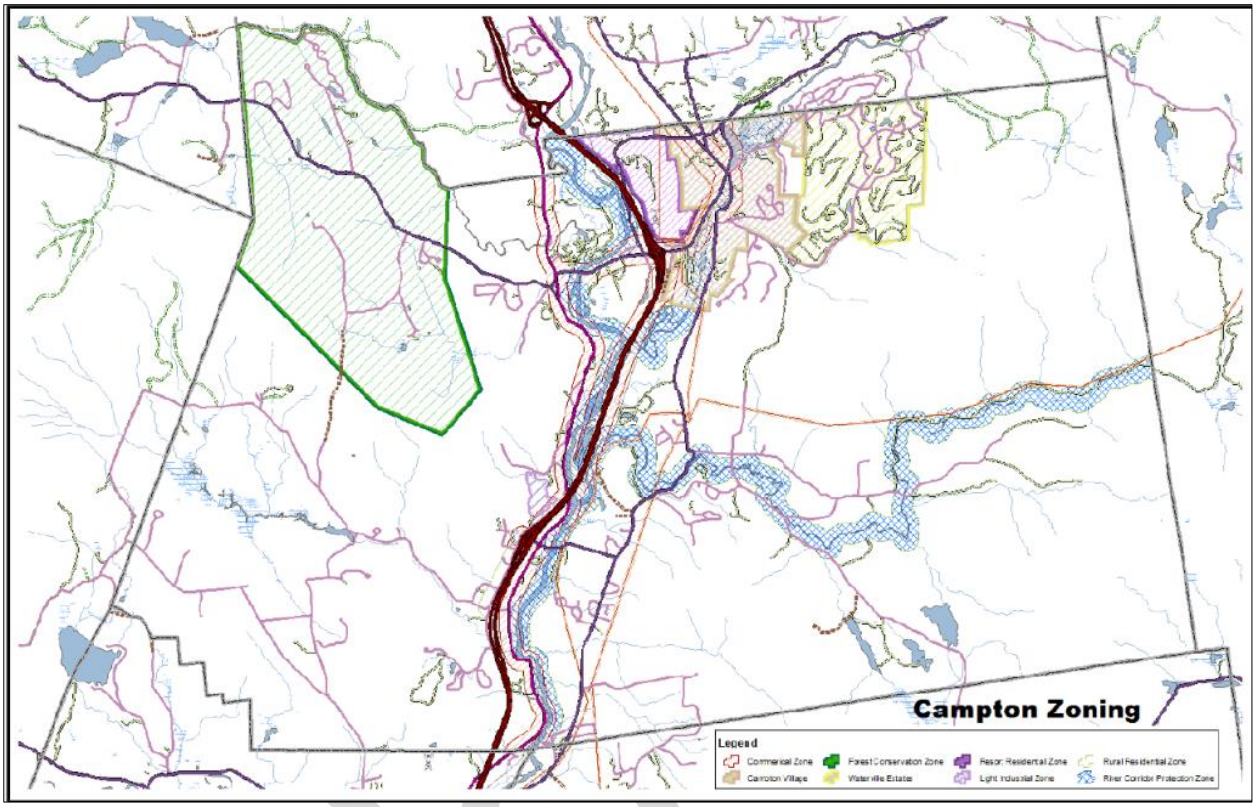
| Table #1: Dimensional Lot Standards | | | | | |
|---|---|---|---|---|---|
| | Lot Size | Frontage | Front Setback | Side & Rear Setback | Other |
| **Campton** | 1 – 2.4 (based on soil type) | 200 feet | 50 feet | 25 feet | Deduct wetlands and slopes over 35% from lot area. |
| **Thornton** | 1 | 100 feet | 25 feet | 15 feet | Deduct wetlands, slopes over 35% and floodplains from lot area. |
| **Waterville Estates** | NA | NA | 50 feet | 25 feet | |

As the table illustrates, the setback requirements for Waterville Estates are more stringent than Thornton. Lot sizes and frontages for the Estates were established at the time the original plans were developed and all lots were platted at that time.



# Chapter 6 – Existing and Future Land Use




As noted above, commercial uses (with very few exceptions) are not allowed in Waterville Estates. An issue many communities are dealing with recently have to do with Short-Term Rentals (STR's). STR's are typically defined as rental of a residential dwelling unit (house, apartment, accessory apartment) for a short period of time. These types of rentals are managed through online sites such as AirBnB and Vrbo (vacation rental by owner). Many real estate companies also offer STR's. While the use is "residential," in that commerce is not taking place, the quandary for many communities is that the impacts of these STR's can be similar (or worse) than a commercial use. Depending on the location of the home, and the frequency and number of people using the home, these can be very disruptive and can strain local services. The transitory nature of the use is not dissimilar to a commercial lodging facility.

Some towns have adopted regulations or ordinances to address STR's. For example, the Town of Thornton has adopted a regulation that permits them in all zoning districts in town, subject to site plan review and other conditions, including the receipt of a permit.

Whether these rentals pose any issues for the Estates is currently being monitored. It does, however, bear making note so that should problems arise, the Planning Board could make recommendations to the HOA for appropriate changes to the governing documents to address the issue.

## Future Land Use

The Future Land Use Plan described here is based on opinions received from public outreach efforts, as well as incorporating the Guiding Principles presented in the Vision section. As explained in the Vision section, the Guiding Principles are goals the residents hope to achieve relative to each of the identified themes. The strategies spelled out in this section represent the specific actions needed in order to achieve the Vision. The matrix in Chapter 7 presents these strategies along with the parties/entities that have the authority and/or ability to accomplish them.

In developing strategies to implement the vision, it must be emphasized that the Planning Board has a limited role in this regard, given that the WEVD is a municipality recognized under New Hampshire state law, but does not have land use authority (at this time). Furthermore, existing and potential future land uses are governed by the zoning regulations of Campton and Thornton, as well as the HOA's Bylaws and Restrictions, Easements and Covenants that determine land use in the Estates. For these reasons, this Plan will focus largely on recommendations for the Waterville Estates governing officials, who are authorized and responsible for carrying out specific authorized actions.

### Theme #1: The Natural Environment

**Guiding Principles:**

1. Maintaining a healthy ecosystem requires good stewardship of all the natural resources, such as forests and waterbodies.
2. Scenic views and wildlife habitat should be protected from development.

The natural environment was clearly a major concern expressed in the resident survey. That is the primary reason many people said they moved to the Estates, so that they could live and recreate in such a special place. The strategies described below are those intended to address various issues raised by residents who place high value on ensuring this natural environment is not despoiled.

**Strategies:**

1. Ensure appropriate HOA rules for tree cutting on private property and that they are enforced.
2. Consider whether a District noise ordinance should be adopted beyond what is provided in the HOA's Restrictions, Easements and Covenants.
3. Assess whether the use of snowmobiles and ATV's should be prohibited by District ordinance in addition to the HOA's regulations.
4. HOA to monitor contractors to ensure that they maintain a clean worksite and acceptable construction practices.
5. Enforce HOA rules regarding the storage of equipment or junk on private property.
6. Investigate eco-friendly landscape solutions at the Community Center.
7. Create a plan or policy to limit outdoor light pollution.

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## Theme #2: Facilities and Services

**Guiding Principles:**

1. It is important to maintain, improve, and where reasonable and feasible, expand the physical facilities in order to ensure continued sustainability and optimal operations.
2. Working together, the Waterville Estates Village District and the Waterville Estates Homeowner's Association will provide the guidance and support needed to ensure the ongoing functionality of all of the Estates facilities and services.

The theme of Facilities and Services is of particular significance to the residents of Waterville Estates, in that the Village District owns and is responsible for maintaining certain facilities and providing particular services, which are funded by property owner taxes. The water system is of critical importance, as it is owned, operated, and maintained by the District and not either of the two towns in which the Estates are located. Aside from infrastructure, the District maintains facilities for recreational opportunities, which are also key reasons for people who move to the Estates.

**Strategies:**

1. Ensure cooperation between the Waterville Estates Village District and the Waterville Estates Association.
2. Clearly delineate the roles and responsibilities of the WEVD and the WEA.
3. Develop and maintain plans for maintenance of the facilities.
4. Establish clear goals and objectives for the General Manager.
5. Initiate and maintain Capital Improvement Plans.
6. Ensure adequate financial resources to support the water infrastructure, including ongoing monitoring and capacity to expand as needed.
7. Develop a road improvement and maintenance plan.
8. Ensure the ongoing viability of the Community Center.

## Theme #3: Recreation

**Guiding Principles**

1. Providing recreational options for all ages and abilities is important and adds to the social fabric.
2. All efforts should be made to consistently maintain existing services before considering expanding with reasonable and feasible additional services.

The recreational opportunities available to the residents ranked as being very important to life in the Estates. These consist of the many outdoor opportunities – both in the Estates, as well as beyond, and numerous indoor recreation amenities. Survey responses expressed concern about ensuring a safe and enjoyable experience is available to all users.

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**Strategies:**

1. Develop a procedure for recruiting volunteers.
2. Ensure maximum utilization of the recreation center and ski area.
3. Develop a well-defined procedure for renting the facilities.
4. Improve enforcement of Recreation Center rules.
5. Regularly test the water at the swimming pond.
6. Develop protocols for dog walkers.
7. Develop a plan for improvement of recreation amenities and events.
8. Improve, maintain, mark, and map new and previously-existing HOA cross-country ski and hiking trails.

## Theme #4: Land Use

**Guiding Principles:**

1. It is important to have clear roles of responsibility between the Homeowner's Association and that of the municipal governance by the WEVD Commission.
2. Ensure that there is adequate human and financial capacity to manage WEVD's responsibilities, today and into the future.

A typical future land use plan created for a municipality would address various types of land uses and certain/specific locations or zoning districts where uses are or are not allowed. This Plan will not do that since, as noted above, the land uses in the Estate are, while subject to Campton and Thornton zoning ordinances, governed by the HOA's Bylaws and Restrictions, Easements and Covenants.

Development within the Estates is limited to residential uses only, with the one exception that the HOA/WEA Building Committee may approve of certain professional or semi-professional occupations to be conducted at the home site, provided that it does not alter the residential character thereof.

Given these restrictions, the applicable strategies focus on the governing body (WEVD Commission) and the HOA's Board of Directors (WEA Board) and the ways in which they can best carry out their respective responsibilities. There is one particular issue, however, that the Planning Board recognizes as a problem that can be addressed in this Plan, and that is building construction, inspections, and enforcement. While there is a WEA Building Permit process and a WEA Building Committee that oversees plan approvals, there is a need for better clarification regarding responsibilities for inspections and enforcement. The rules are specific about various aspects of construction, but neither WEA nor the District do their own inspections, nor do either of the towns of Campton and Thornton.

The Planning Board recognizes that Waterville Estates is part of a larger region, as well as being located within two towns, and it is very interested in exploring possible sharing of resources and expertise each community may have at its disposal.

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# Chapter 6 – Existing and Future Land Use

**Strategies:**

1. The Planning Board will work with WEA to ensure that the building permit and enforcement processes are as clear and understandable to all parties involved.
2. Clearly define governance roles and responsibilities.
3. WEVD should describe how it will interact with the state, the towns, and the Association to manage land use.
4. Better inform renters, including short-term rentals, about the community's rules.
5. Develop a process for improving enforcement of community rules and bylaw violations.
6. Work with the Towns of Campton and Thornton to explore the possibility of sharing resources (such as Road Agent, Fire Chief, Conservation Commission, etc.), and otherwise cooperate in areas that are appropriate and possible.
7. Request that the Waterville Estates Master Plan be incorporated by reference into the Master Plans of Campton and Thornton.

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# Chapter 7 – Implementation

| Theme #1 – The Natural Environment | |
|---|---|
| **Guiding Principles:** | |
| 1. Maintaining a healthy ecosystem requires good stewardship of all the natural resources, such as forests and waterbodies. | |
| 2. Scenic views and wildlife habitat should be protected from development. | |
| **Strategies:** | **Responsible Party[1]** |
| 1. Ensure that the rules for tree cutting on private property are appropriate and that they are enforced. | WEA |
| 2. Consider whether a noise ordinance should be adopted. | WEVD PB/WEA |
| 3. Assess whether the use of snowmobiles and ATV's should be prohibited. | WEA |
| 4. Monitor contractors to ensure that they maintain a clean worksite. | WEA |
| 5. Develop rules regarding the storage of equipment or junk on private property. | WEA/WEVD PB |
| 6. Investigate eco-friendly landscape solutions at the Community Center. | WEVD |
| 7. Create a plan or policy to limit light pollution. | WEA/WEVD PB |
| **Theme #2 – Facilities and Services** | |
| **Guiding Principles:** | |
| 1. It is important to maintain, improve, and where reasonable and feasible, expand the physical facilities in order to ensure continued sustainability and optimal operations. | |
| 2. Working together, the Waterville Estates Village District and the Waterville Estates Homeowner's Association will provide the guidance and support needed to ensure the ongoing functionality of all Estates facilities and services. | |
| **Strategies:** | **Responsible Party** |
| 1. Ensure cooperation between the Waterville Estates Village District and the Waterville Estates Association. | WEVD/WEA |
| 2. Develop and maintain plans for maintenance of the facilities. | WEVD |
| 3. Establish clear goals and objectives for the General Manager. | WEVD |
| 4. Initiate and maintain Capital Improvement Plans. | WEVD |
| 5. Ensure adequate financial resources to support the water infrastructure, including ongoing monitoring and capacity to expand as needed. | WEVD |
| 6. Develop a road maintenance plan. | General Manager |

[1] WEA = Waterville Estates Homeowner's Association
WEVD = Waterville Estates Village District
WEVD PB = Waterville Estates Village District Planning Board

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| | |
|---|---|
| 7. Ensure the ongoing viability of the Community Center. | WEVD |
| **Theme #3 - Recreation** | |
| **Guiding Principles** | |
| 1. Providing recreational options for all ages and abilities is important and adds to the social fabric. | |
| 2. All efforts should be made to consistently maintain existing services before considering expanding with reasonable and feasible additional services. | |
| **Strategies:** | **Responsible Party** |
| 1. Develop a procedure for recruiting volunteers. | WEA |
| 2. Ensure maximum utilization of the recreation center and ski area. | WEA |
| 3. Develop a well-defined procedure for renting the facilities. | WEA |
| 4. Improve enforcement of Recreation Center rules. | WEA |
| 5. Regularly test the water at the swimming pond. | WEVD/General Manager |
| 6. Develop protocols for dog walkers. | WEA |
| 7. Develop a plan for improvement of recreation amenities and events. | WEA |
| 8. Improve, maintain, mark, and map existing and previously-existing cross-country ski and hiking trails. | WEA |
| **Theme #4 – Land Use** | |
| **Guiding Principles:** | |
| 1. It is important to have clear roles of responsibility between the Homeowner's Association and that of municipal governance by the Commission. | |
| 2. Ensure that there is adequate human and financial capacity to manage WEVD's responsibilities, today and into the future. | |
| **Strategies:** | **Responsible Party** |
| 1. The Planning Board will work with WEA to ensure that the building permit and enforcement processes are as clear and understandable to all parties involved. | WEVD PB/ WEA |
| 2. Clearly define governance roles and responsibilities of WEVD and the WEA. | WEVD/WEA |
| 3. WEVD should describe how it will interact with the state, the towns, and the Association to manage land use. | WEVD |
| 4. Better inform renters, including short-term rentals, about the community rules. | WEVD |
| 5. Develop a process for improving enforcement of community rules and bylaw violations. | WEVD/WEA |
| 6. Work with the Towns of Campton and Thornton to explore the possibility of sharing resources and expertise, as appropriate (such as Road Agent, Fire Chief, Conservation Commission, etc.), and otherwise cooperate in areas that are appropriate and possible. | WEVD PD |
| 7. Request that the Waterville Estates Master Plan be incorporated by reference into the Master Plans of Campton and Thornton. | WEVD PD |

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## Appendices

A. Articles of Association

B. Bylaws

C. Property Restrictions, Easements, and Covenants

D. Visioning Survey

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# WEVD 2023 Meeting Draft Minutes
## August 9, 2023 – 6:00 PM

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

**Members excused:**

**Attendees via Zoom:** Commissioner Gerry Panuczak, Tanya Moses, Jaime Oldmixon, iPad, James Cahill.

**Call to order:** Commission Patti noted that Commissioner Panuczak is participating in 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. Mr. Panuczak was present via Zoom.

**Adoption of Agenda.**
Ms. Patti asked to add an item 10.h for scheduling a public hearing on September 27, 2023. Other commissioners agreed.

**Approval of Minutes**
**a. June 27, 2023**
*Ms. Patti made a motion to amend the 6/27/2023 meeting minutes according to the list of 5 changes she prepared and that were in the meeting handout. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.*

*Ms. Patti made a motion to adopt the amended 6/27/2023 meeting minutes as official meeting minutes. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.*

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**b. July 12, 2023**

*Ms. Patti made a motion to amend the 7/12/2023 meeting minutes according to the list of 24 changes she prepared and that were in the meeting handout. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.*

*Ms. Patti made a motion to adopt the amended 7/12/2023 meeting minutes as official meeting minutes. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.*

**Treasurer's Report**

Ms. Patti noted that the Treasurer's Report has been submitted and is in the packet. Mr. Diefenbach was not present to speak to it though. Ms. Patti asked Ms. Smith to address the issue with the second half of the 2023 Water Fee percentile that was still due. Ms. Smith explained how the new billing software the Treasurer is not able to pull his reports the same way he used to from QuickBooks. She provided the current balances to the Commissioners and said that Mr. Diefenbach has also received the same numbers. Ms. Smith answered Ms. Patti's question about the non-collect amount currently being at 8.9 percent and said that it was not concerning and that the collections seem to follow a similar pattern as previous years.

Mr. Panuczak noted that he is very happy to see that the bank balances and the QuickBooks balances are matching much more closely now.

**GENERAL CALENDAR ITEMS**

**GM's Report**

Mr. Beard spoke about the following:

1. Summit Lounge air conditioning project has been almost completed.
2. Culvert has been installed at the mountain; Mr. Pelchat has ordered three 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. Mr. Pelchat 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.

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6. Transition to the new MTS software is going well. Rita Donaldson has made some necessary changes for better accountability.
7. The Management is still looking to fill a couple of open positions, one is building maintenance and the other is roads and water maintenance. Mr. Beard will be posting these positions on the District website and on the information board outside.

Mr. Panuczak asked whether it would be a good idea to start researching information on the costs and availability of snow making related equipment, should the well test as being viable for such. Mr. Beard answered that he has been looking at certain things but he does not know the parameters of this equipment (like the size of the water cistern) until the well is tested and the outcomes of this test. After a brief discussion about where to locate the cistern, Mr. Panuczak suggested consulting with Mr. Oldmixon as he may be very helpful in making this decision.

*Ms. Patti made a motion to adopt the GM's Report as presented in the meeting packet. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.*

**Committee/Board Reports:**

**Records Committee**

Ms. Patti said that the committee met with the General Manager and they are looking to his help finding an appropriate vendor to digitize what the District has and figure out how to make sure that record keeping going forward is done in the best way possible in terms of efficiency and retention.

**ADA Accessibility Committee**

Ms. Patti said that the committee has lost its chairperson, Ms. Herlihy, who she thanked for her service. She said that despite that the committee met with Mr. Beard to review what has been done thus far.

**Outdoor Courts**

Mr. Spinney said that the project has almost been completed and the committee will probably meet one more time to discuss any reserve left and if anything could be done to enhance the project.

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**Budget Advisory Committee**
The committee has not met yet. Coming soon.

**Planning Board**
Mr. Panuczak said that the board met last week and will be presenting the Master Plan to the Commission on the 22nd of August and to WEA Board in September. Copies of the draft have been provided to both Campton and Thornton. The next step will be to schedule a public hearing to talk about the Master Plan and if there are no objectives, adopting it.

**Water & Roads Committee**
Mr. Panuczak said that the committee has had trouble finding quorum and the next meeting should be last Friday in September.

**Amenity Profitability**
Mr. Panuczak said that the committee met with Tim Lithgow of Resort Logic and contract with his has been signed. He already began working on the project and has been reaching out to staff to gather information. He is planning another visit to the facility and his intention is to have the initial report out to the Commissioners b the end of September or early October. Committee members also have been individually analyzing various other ways to generate revenue or cut costs and presenting their analysis back to the committee.
Ms. Patti asked if the committee has approved the suggestions to modify the Water Ordinance based on the outcomes of the 2023 Annual Meeting, and Mr. Panuczak responded that they have yet to approve it and he is hoping it would be done at the next meeting. There was a brief discussion about the committee draft minutes that state that a recommendation has been made to amend a certain article of the Water Ordinance, after which Mr. Panuczak said that he stands corrected and that there has been a recommendation made then.

**CONSENT CALENDAR**
**Manifests**
*Ms. Patti made a motion to approve the Manifest contained in the meeting handout. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

**GENERAL CALENDAR ITEMS**

**a. RCA new Water Connection, 9 Donovan Farm Road**

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Ms. Patti said that all the relevant documentation is in the packet and has been provided to the Commissioners ahead of time.
*Mr. Panuczak made a motion to approve the new water connection for 9 Donovan Farm Road. Ms. Patti duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

**b. RCA Bond/Grant policies & procedures – Post Issuance Compliance Guidelines**
Ms. Patti and Ms. Smith explained that the Legal Counsel retained during the process of preparing the bond documents for the New Hampshire Municipal Bank recommended that the District adopt Bond/Grant Policies and Procedures as a way to protect itself in case it is ever questioned whether the District is entitled to its tax exemption status and to demonstrate that it has written policies that govern and ensure that the administration of any grants or bond funds is being done properly and is transparent.
Ms. Smith said that the preparation of such policies should roughly cost from $450 to $750 and should be ready for the September meeting for the Commission to review.

*Ms. Patti made a motion to approve the Request for Commissioner Action and to ask Legal Counsel Renelle L'Huillier to draft the Post-Insurance Guidelines for the District, and that the funds to pay for this service will come out of legal consultation line . Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

**c. RCA moving accounts to Bank of New Hampshire (Northway, Meredith Village Savings)**
Ms. Patti explained that the District has recently moved its accounts to Bank of New Hampshire, which now requires closing the accounts in the Northway Bank and in the Meredith Village Savings Bank where they used to be held. She reminded everyone that the switch was done for many reasons among which are: a) solve the problem with the District's funds being woefully underinsured (to the tune of having over a million dollars in balances which are only insured up to $250,000); b) getting various projections from fraud with regards to checks and the Districts accounts; and c) getting interest of 4% compared to .25% which the District is getting currently.

*Ms. Patti made a motion to close the District's accounts in the Northway Bank and in the Meredith Village Savings Bank and empowering Management to close them at the right time using correspondence and the Commissioners' signatures to achieve that effect. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

**d. RCA Service Contract with Electrical Installations LLC (Scada System, Water Department)**

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Mr. Beard explained that the District has paid around $11,000 for their services last year and that is why he would like to sign a service package contact with them in order to avoid extra charges beyond what the contract stipulates (which will be $10,800 for the year). Mr. Beard said that the company has been very reliable and that Mr. Baert also recommends signing the contract.

After a brief discussion *Ms. Patti made a motion to empower General Manager Ron Beard to execute a contract (Service Maintenance Agreement identified as Service Package A) with Electrical Installations LLC Service Group with the money for this contract to be drawn from the Water Department Budget. Mr. Spinney duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

**e. Changes to Estates driveway permitting process and f. Commission dialogue with WEA Board Re: Building Permit & Materials**

Mr. Panuczak said that the idea is to streamline the building permit process and make it more user friendly. WEA Board representatives have worked with Mr. Panuczak and other volunteers on that and what came out is a proposition to take all the policies that are now part of the building permit and make them standalone policies which would be attached to a building permit. Mr. Panuczak clarified that the driveway permits for driveways off the District Roads will be approved by the District and those coming off Campton or Thornton owned roadways will be approved by the respective municipalities. Ms. Patti and Mr. Panuczak thanked everyone involved in the process, noting that it was quite collaborative and successful.

Ms. Smith noted that the only issue would be that the water connection application which is required for the building permit may not align with the timeframe of the building permitting process. She suggested changing the water connection application so that it aligns with the building permit. Ms. Smith noted that currently the water connection application is in the Water Ordinance so to change it the Commission would need to schedule a public hearing, or it could schedule a public hearing to take the water connection application out of the Water Ordinance to be able to change it without a public hearing later on.

Ms. Smith then spoke on what needs to be changed in the water connection application to make the application process more dynamic and productive. There was discussion about the need for the Management of the District and the Water Department to work together to come up with a proposal which the Commission will be discussing at their September 27th meeting.

**g. Schedule Sealed NON-PUBLIC Minute review meeting**

Members agreed to schedule that meeting for Tuesday, October 24, 2023.

**h. Modification of Contract – Resort Logic LLC**

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Mr. Panuczak explained that Mr. Lithgow decided instead of modifying the document to send an email to the Amenities Profitability Committee members confirming that he recognizes the two editions and will act on it. He elaborated that the two editions were Mr. Lithgow coming up with a template for the community to use when proposing any new activity, which would help determine what the proceeds might be, what the costs would be and the resulting profitability; and that he would adopt this template to current programs.

**i. WEVD Personnel Policy/Procedures Manual, plan for updating**

Ms. Patti explained that the work on updating the Personnel Policy/Procedures Manual has started before Mr. Beard came onboard and said that she just wanted to put this on his radar so that he could contact the legal counsel (Ms. Patti will provide him with the contact information) to make sure that the Manual is updated accordingly.

**j. VOLUNTEERS NEEDED – ADA Accessibility Committee**

Ms. Patti noted that the District is looking for volunteers for this committee. She asked anyone who is interested to reach out to the Management or to herself.

**h. Scheduling a public hearing for September 27, 2023.**

Ms. Patti explained that there has been an accounting error discovered by Ms. Donaldson when she was getting ready for the 2022 audit and it has to do with the CIF money allocated for the installation of lighting on the ski mountain. The Commission now needs to schedule a public hearing to return that money to the WEA Board and Ms. Patti suggested adding it to the list of other public hearings scheduled for the September 27, 2023 meeting.

**Next Meeting: Tuesday, August 22, 2023 @ 10 A.M**

**Public Comment Period**

There was none.

**Non-Public Session**

*Ms. Pattie motioned to enter non-public session for the purposes described in RSA 91-A:3, II (a), (c), and (l). Mr. Spinney duly seconded motion and it passed at 7:03 PM by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

Non-public session was entered at 7:07 PM, Commissioners Patti, and Spinney were present in person as well as the Water Department Administrator Allison Smith (left at 7:20 PM). Commissioner Panuczak was present via Zoom.

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**Resumption of Public Session**

*Ms. Patti motioned to exit non-public session at 08:13 PM, Mr. Spinney duly seconded and the motion passed a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

Public session was entered at 08:13 PM. Commissioners Patti and Spinney were present in person. Commissioner Panuczak was present via Zoom.

*The nonpublic session minutes were sealed by a motion from Ms. Patti, a second by Mr. Spinney, as divulgence of the minutes would adversely affect the reputation of someone other than a Commissioner and render proposed action ineffective. Motion carried by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.*

**Adjourn Meeting**

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

Meeting adjourned at 8:14 PM.

Prepared by Alvina Snegach

DRAFT

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

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# GM Report September 13, 2023

1. Nicolas Cutting, Sergeant with Liquor Enforcement met with me to tour the community center for the purpose of making sure we are in compliance. He was very thorough and was pleased to not find any violations. Thank you Sam and her staff.
2. Steve, Lakes Region Water and I spent four day's last week digging to locate the curb stops for two homes that have very low water pressure. To date we still have not located the valves but we did get permission from the state to run temporary service until we locate the valves. The time I spent working with them on this has really shown me how difficult Steve's job can be working on our water system.
3. The lift tower platforms are being installed this week for the ski lift.
4. Comparing the ski lodge electric costs this year versus last year we have saved an average of $875.00 per month this summer. This was accomplished by turning all of the refrigeration off for the summer.
5. I have just hired a new roads and water employee to work with Steve. Lauren Bennett will begin his career with us on September 18th.
6. I have also hired a new front desk supervisor. Julie Smart has managed a retail store in North Woodstock NH for the past 15 years. Julie is looking forward to reinvigorating the front desk, bar and retail operations.

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| **0** | **8/11/2023** | **80** | **AFLAC** | | | | |
| | 750837 | | 8/01/2023 | 425.96 | 0.00 | | 425.96 |
| | 01.2020.000.008 / AFLAC PAYABLE | | | | | 425.96 | |
| | | | | **Total Check #:** | **0** | | **425.96** |
| **0** | **8/11/2023** | **210** | **AMERIGAS** | | | | |
| | 3153354260 | | 8/07/2023 | 103.68 | 0.00 | | 103.68 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 103.68 | |
| | | | | **Total Check #:** | **0** | | **103.68** |
| **0** | **8/11/2023** | **250** | **AMERIGAS** | | | | |
| | 3153163581 | | 7/28/2023 | 344.20 | 0.00 | | 344.20 |
| | 01.4314.003.341 / B&G - HEAT | | | | | 344.20 | |
| | | | | **Total Check #:** | **0** | | **344.20** |
| **0** | **8/11/2023** | **250** | **AMERIGAS** | | | | |
| | 3153163583 | | 7/28/2023 | 534.17 | 0.00 | | 534.17 |
| | 01.4314.003.341 / B&G - HEAT | | | | | 534.17 | |
| | | | | **Total Check #:** | **0** | | **534.17** |
| **0** | **8/11/2023** | **280** | **AMOSKEAG BEVERAGES, INC.** | | | ***ACH*** | |
| | 3365393 | | 7/20/2023 | 370.50 | 0.00 | | 370.50 |
| | 03.3409.001.007 / COG - BEER | | | | | 370.50 | |
| | 3375085 | | 7/27/2023 | 396.50 | 0.00 | | 396.50 |
| | 03.3409.001.007 / COG - BEER | | | | | 396.50 | |
| | 3375181 | | 8/03/2023 | 592.00 | 0.00 | | 592.00 |
| | 03.3409.001.007 / COG - BEER | | | | | 592.00 | |
| | | | | **Total Check #:** | **0** | | **1,359.00** |
| **0** | **8/11/2023** | **560** | **BELLETETES, INC.** | | | | |
| | 16342170 | | 7/26/2023 | 189.94 | 0.00 | | 189.94 |
| | 01.4903.023.001 / MAINTENANCE SKI AREA | | | | | 189.94 | |

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 3273049 | | 7/31/2023 | 273.29 | 0.00 | | 273.29 |
| | 01.4903.021.002 / BASLKET BALL/TENNIS COURTS | | | | | 273.29 | |
| | | | | **Total Check #:** | **0** | | **463.23** |
| **0** | **8/11/2023** | **6880** | **BENJAMIN GEIS** | | | | |
| | 08/12/2023 | | 8/12/2023 | 400.00 | 0.00 | | 400.00 |
| | 03.4523.003.611 / LNG - ENTERTAINMENT | | | | | 400.00 | |
| | | | | **Total Check #:** | **0** | | **400.00** |
| **0** | **8/11/2023** | **4440** | **CARDMEMBER SERVICES** | | | | |
| | 113-2722421-1979418 | | 8/07/2023 | 138.56 | 0.00 | | 138.56 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 138.56 | |
| | 113-7646062-1370623 | | 8/02/2023 | 67.28 | 0.00 | | 67.28 |
| | 01.4314.003.610 / B&G - MAINTENANCE SUPPLIES | | | | | 67.28 | |
| | 113-8992100-6456258 | | 8/01/2023 | 56.97 | 0.00 | | 56.97 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 56.97 | |
| | 113-9330457-3980252 | | 8/02/2023 | 62.85 | 0.00 | | 62.85 |
| | 01.4314.003.614 / B&G - CLEANING SUPPLIES | | | | | 62.85 | |
| | | | | **Total Check #:** | **0** | | **325.66** |
| **0** | **8/11/2023** | **980** | **CERTIFIED COMPUTER SOLUTIONS, LLC** | | | | |
| | 21540 | | 8/03/2023 | 2,208.00 | 0.00 | | 2,208.00 |
| | 01.4130.002.342 / EXEC - COMPUTER SERVICES | | | | | 2,208.00 | |
| | | | | **Total Check #:** | **0** | | **2,208.00** |
| **0** | **8/11/2023** | **1150** | **CM WHITCHER RUBBISH REMOVAL** | | | | |
| | 98863 | | 8/01/2023 | 800.80 | 0.00 | | 800.80 |
| | 01.4314.003.616 / B&G - TRASH REMOVAL | | | | | 800.80 | |
| | | | | **Total Check #:** | **0** | | **800.80** |
| **0** | **8/11/2023** | **9595** | **Emaline Hart** | | | | |
| | 572130322001 | | 7/08/2023 | 100.92 | 0.00 | | 100.92 |
| | 03.3409.002.004 / COG - FOOD | | | | | 100.92 | |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 8/4/23 | | 8/04/2023 | 18.95 | 0.00 | | 18.95 |
| | 03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES | | | | | 18.95 | |
| | | | | **Total Check #:** | **0** | | **119.87** |
| **0** | **8/11/2023** | **1930** | **EVERSOURCE** | | | | |
| | 56299101063 7/27/23 | | 7/27/2023 | 5,441.47 | 0.00 | | 5,441.47 |
| | 01.4314.003.340 / B&G - ELECTRIC | | | | | 5,441.47 | |
| | | | | **Total Check #:** | **0** | | **5,441.47** |
| **0** | **8/11/2023** | **1940** | **EVERSOURCE** | | | | |
| | 56307251074 7/31/23 | | 7/28/2023 | 77.80 | 0.00 | | 77.80 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | | 77.80 | |
| | | | | **Total Check #:** | **0** | | **77.80** |
| **0** | **8/11/2023** | **1970** | **EVERSOURCE** | | | | |
| | 56458399037 7/27/23 | | 7/27/2023 | 16.74 | 0.00 | | 16.74 |
| | 01.4522.002.340 / SKI - ELECTRIC | | | | | 16.74 | |
| | | | | **Total Check #:** | **0** | | **16.74** |
| **0** | **8/11/2023** | **1990** | **EVERSOURCE** | | | | |
| | 56994890085 7/27/23 | | 7/27/2023 | 27.41 | 0.00 | | 27.41 |
| | 01.4312.003.340 / HWY - ELECTRIC | | | | | 27.41 | |
| | | | | **Total Check #:** | **0** | | **27.41** |
| **0** | **8/11/2023** | **1890** | **EVERSOURCE** | | | | |
| | 56996545091 7/27/23 | | 7/27/2023 | 17.02 | 0.00 | | 17.02 |
| | 01.4299.001.814 / PSAFE - ALARM - SECURITY | | | | | 17.02 | |
| | | | | **Total Check #:** | **0** | | **17.02** |
| **0** | **8/11/2023** | **2030** | **EVERSOURCE** | | | | |
| | 56235890092 | | 7/27/2023 | 823.17 | 0.00 | | 823.17 |
| | 01.4522.002.340 / SKI - ELECTRIC | | | | | 823.17 | |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | | | | **Total Check #:** | **0** | | **823.17** |
| **0** | **8/11/2023** | **2040** | **EVERSOURCE** | | | | |
| | 56974735011 7/27/23 | | 7/27/2023 | 56.64 | 0.00 | | 56.64 |
| | 01.4522.002.340 / SKI - ELECTRIC | | | | | 56.64 | |
| | | | | **Total Check #:** | **0** | | **56.64** |
| **0** | **8/11/2023** | **2020** | **EVERSOURCE** | | | | |
| | 56244890026 7/27/23 | | 7/27/2023 | 119.51 | 0.00 | | 119.51 |
| | 01.4312.003.340 / HWY - ELECTRIC | | | | | 119.51 | |
| | | | | **Total Check #:** | **0** | | **119.51** |
| **0** | **8/11/2023** | **1910** | **EVERSOURCE** | | | | |
| | 56574860067 7/27/23 | | 7/27/2023 | 206.43 | 0.00 | | 206.43 |
| | 01.4522.002.340 / SKI - ELECTRIC | | | | | 206.43 | |
| | | | | **Total Check #:** | **0** | | **206.43** |
| **0** | **8/11/2023** | **1920** | **EVERSOURCE** | | | | |
| | 56360751028 | | 7/27/2023 | 17.02 | 0.00 | | 17.02 |
| | 01.4314.003.340 / B&G - ELECTRIC | | | | | 17.02 | |
| | | | | **Total Check #:** | **0** | | **17.02** |
| **0** | **8/11/2023** | **2230** | **FIRST BANKCARD** | | | | |
| | 113.1362263-3726649 | | 7/27/2023 | 148.56 | 0.00 | | 148.56 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | | 148.56 | |
| | 113-1522825-2579413 | | 8/02/2023 | 79.99 | 0.00 | | 79.99 |
| | 01.4314.003.614 / B&G - CLEANING SUPPLIES | | | | | 79.99 | |
| | 113-1976010-2805804 | | 8/03/2023 | 33.76 | 0.00 | | 33.76 |
| | 01.4314.003.610 / B&G - MAINTENANCE SUPPLIES | | | | | 33.76 | |
| | 113-231-7791-8886605 | | 8/04/2023 | 141.21 | 0.00 | | 141.21 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | | 141.21 | |
| | 113-2317791-8886605 | | 8/04/2023 | 141.21 | 0.00 | | 141.21 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | | 141.21 | |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 113-2747459-6155405 | | 8/07/2023 | 280.52 | 0.00 | | 280.52 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | | 280.52 | |
| | 113-3004692-1034662 | | 8/07/2023 | 79.96 | 0.00 | | 79.96 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | | 79.96 | |
| | 113-7350173-1369858 | | 8/04/2023 | 22.99 | 0.00 | | 22.99 |
| | 01.4314.003.630 / B&G - BUILDING REPAIRS | | | | | 22.99 | |
| | 113-9713090-5895437 | | 8/07/2023 | 120.00 | 0.00 | | 120.00 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | | 120.00 | |
| | 560843501 | | 7/27/2023 | 199.85 | 0.00 | | 199.85 |
| | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | | 101.00 | |
| | 01.4520.002.610 / REC - OFFICE SUPPLIES | | | | | 98.85 | |
| | 560843501 WATER | | 7/27/2023 | 160.83 | 0.00 | | 160.83 |
| | 02.4331.520.620 / WTR - OFFICE SUPPLIES | | | | | 160.83 | |
| | INV00835962 | | 8/02/2023 | 9.95 | 0.00 | | 9.95 |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 9.95 | |
| | P1-86732531 D&R | | 7/31/2023 | 236.66 | 0.00 | | 236.66 |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 118.33 | |
| | 01.4520.002.240 / REC - LICENSES & FEES | | | | | 118.33 | |
| | | | | **Total Check #:** | **0** | | **1,655.49** |
| **0** | **8/11/2023** | **7480** | **HANDYMAN HARDWARE INC.** | | | | |
| | B382982 | | 8/02/2023 | 80.00 | 0.00 | | 80.00 |
| | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | | 80.00 | |
| | B383233 | | 8/02/2023 | 127.00 | 0.00 | | 127.00 |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | | 127.00 | |
| | B383352 | | 8/02/2023 | 51.50 | 0.00 | | 51.50 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 51.50 | |
| | B383458 | | 8/02/2023 | 107.00 | 0.00 | | 107.00 |
| | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | | 107.00 | |
| | B384150 | | 8/02/2023 | 39.50 | 0.00 | | 39.50 |
| | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | | 39.50 | |
| | B384304 | | 8/02/2023 | 20.00 | 0.00 | | 20.00 |
| | 01.4314.003.617 / B&G - LANDSCAPING | | | | | 20.00 | |
| | B384432 | | 8/02/2023 | 202.50 | 0.00 | | 202.50 |

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | | 01.4312.002.611 / HWY - SMALL TOOLS | | | | 135.00 | |
| | | 03.4522.003.621 / SKI - CLEANING SUPPLIES | | | | 67.50 | |
| | B384681 | | 8/02/2023 | 4.13 | 0.00 | | 4.13 |
| | | 01.4524.003.631 / POOL - POOL REPAIRS & MAINTENANCE | | | | 4.13 | |
| | | | | **Total Check #:** | **0** | | **631.63** |
| **0** | **8/11/2023** | **2580** | **HARCROS CHEMICALS, INC.** | | | | |
| | 290216233 | | 7/25/2023 | 502.05 | 0.00 | | 502.05 |
| | | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | 502.05 | |
| | 290216255 | | 7/26/2023 | 1,019.55 | 0.00 | | 1,019.55 |
| | | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | 1,019.55 | |
| | | | | **Total Check #:** | **0** | | **1,521.60** |
| **0** | **8/11/2023** | **9594** | **Johnson Controls Security Solutions** | | | | |
| | 39091424 | | 7/27/2023 | 862.95 | 0.00 | | 862.95 |
| | | 01.4299.001.814 / PSAFE - ALARM - SECURITY | | | | 862.95 | |
| | | | | **Total Check #:** | **0** | | **862.95** |
| **0** | **8/11/2023** | **7670** | **JUSTIN FERREN** | | | | |
| | 08/05/2023 | | 8/05/2023 | 450.00 | 0.00 | | 450.00 |
| | | 03.4523.003.611 / LNG - ENTERTAINMENT | | | | 450.00 | |
| | | | | **Total Check #:** | **0** | | **450.00** |
| **0** | **8/11/2023** | **3970** | **MUNICIPAL RESOURCES, INC.** | | | | |
| | 24159 | | 7/28/2023 | 2,999.23 | 0.00 | | 2,999.23 |
| | | 01.4130.002.390 / EXEC - CONSULTING | | | | 2,655.03 | |
| | | 01.4314.003.341 / B&G - HEAT | | | | 344.20 | |
| | | | | **Total Check #:** | **0** | | **2,999.23** |
| **0** | **8/11/2023** | **8060** | **NEEDHAM ELECTRIC SUPPLY** | | | | |
| | S6062021.001 | | 7/14/2023 | 92.87 | 0.00 | | 92.87 |
| | | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | 92.87 | |
| | S6069005.001 | | 8/07/2023 | 393.96 | 0.00 | | 393.96 |

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | 393.96 | |
| | S6070585.002 | | 8/02/2023 | 148.88 | 0.00 | 148.88 |
| | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | 148.88 | |
| | S6070585.003 | | 8/03/2023 | 16.34 | 0.00 | 16.34 |
| | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | 16.34 | |
| | S6072132.001 | | 8/04/2023 | 5.74 | 0.00 | 5.74 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | 5.74 | |
| | | | | **Total Check #:** | **0** | **657.79** |
| **0** | **8/11/2023** | **4150** | **NEW HAMPSHIRE LIQUOR COMMISSION** | | | |
| | 230065002877 | | 7/28/2023 | 228.82 | 0.00 | 228.82 |
| | 03.3409.001.006 / COG - LIQUOR | | | | 32.97 | |
| | 03.3409.001.008 / COG - WINE | | | | 195.85 | |
| | 230065002878 | | 7/27/2023 | 62.97 | 0.00 | 62.97 |
| | 03.3409.001.003 / COG - GENERAL MERCHANDISE | | | | 62.97 | |
| | | | | **Total Check #:** | **0** | **291.79** |
| **0** | **8/11/2023** | **4530** | **NUCAR FORD OF PLYMOUTH** | | | |
| | 45360 | | 7/28/2023 | 9,434.68 | 0.00 | 9,434.68 |
| | 01.4312.002.826 / HWY - VEHICLE MAINTENANCE | | | | 9,434.68 | |
| | | | | **Total Check #:** | **0** | **9,434.68** |
| **0** | **8/11/2023** | **4810** | **PERFORMANCE FOOD GROUP** | | | |
| | 7369026 | | 7/27/2023 | 907.02 | 0.00 | 907.02 |
| | 03.3409.001.010 / COG - BAR SUPPLIES | | | | 648.43 | |
| | 03.3409.002.004 / COG - FOOD | | | | 258.59 | |
| | 7375729 | | 8/03/2023 | 1,167.23 | 0.00 | 1,167.23 |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | 316.98 | |
| | 03.3409.002.004 / COG - FOOD | | | | 703.00 | |
| | 03.3409.001.010 / COG - BAR SUPPLIES | | | | 147.25 | |
| | | | | **Total Check #:** | **0** | **2,074.25** |
| **0** | **8/11/2023** | **8410** | **SAMANTHA BANVILLE** | | | |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 573045472001 | | 7/28/2023 | 21.92 | 0.00 | | 21.92 |
| | 03.3409.002.004 / COG - FOOD | | | | | 21.92 | |
| | | | | **Total Check #:** | **0** | | **21.92** |
| **0** | **8/11/2023** | **5630** | **SPECTRUM** | | | | |
| | 0020530072723 | | 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 | |
| | 01.4520.002.351 / REC - CELL PHONE | | | | | 24.99 | |
| | 01.4312.002.350 / HWY - TELEPHONE & INTERNET | | | | | 25.00 | |
| | 01.4520.002.351 / REC - CELL PHONE | | | | | 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 | |
| | | | | **Total Check #:** | **0** | | **564.93** |
| **0** | **8/11/2023** | **5700** | **STAPLES BUSINESS ADVANTAGE** | | | | |
| | 7902699102 | | 8/07/2023 | 37.32 | 0.00 | | 37.32 |
| | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | | 37.32 | |
| | 7902699102 7/27/23 | | 7/27/2023 | 66.80 | 0.00 | | 66.80 |
| | 01.4521.003.610 / FD - SUPPLIES | | | | | 20.59 | |
| | 01.4520.002.610 / REC - OFFICE SUPPLIES | | | | | 46.21 | |
| | 7902708654 | | 7/27/2023 | 37.30 | 0.00 | | 37.30 |
| | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | | 18.65 | |
| | 01.4520.002.610 / REC - OFFICE SUPPLIES | | | | | 18.65 | |
| | 7902708654 WATER | | 7/27/2023 | 18.65 | 0.00 | | 18.65 |
| | 02.4331.520.620 / WTR - OFFICE SUPPLIES | | | | | 18.65 | |
| | | | | **Total Check #:** | **0** | | **160.07** |
| **0** | **8/11/2023** | **8710** | **TODD RANDLETT TRUCKING & SEPTIC SOLUTI** | | | | |
| | 30986 | | 8/08/2023 | 600.00 | 0.00 | | 600.00 |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid | |
| 03.4525.004.613 / CATERING AND EVENTS | | | | | 600.00 | |
| | | | **Total Check #:** | **0** | | **600.00** |
| **0** | **8/11/2023** | **6100** | **TRACY DUFFY** | | | |
| 028524 | | 8/03/2023 | 62.40 | 0.00 | | 62.40 |
| 03.3409.002.610 / COG - BAR SUPPLIES | | | | | 5.18 | |
| 03.3409.002.004 / COG - FOOD | | | | | 57.22 | |
| | | | **Total Check #:** | **0** | | **62.40** |
| **0** | **8/11/2023** | **6180** | **UNIFIRST CORPORATION** | | | |
| 1070247941 | | 7/27/2023 | 132.88 | 0.00 | | 132.88 |
| 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | | 132.88 | |
| | | | **Total Check #:** | **0** | | **132.88** |
| **0** | **8/11/2023** | **6180** | **UNIFIRST CORPORATION** | | | |
| 1070249744 | | 8/03/2023 | 134.86 | 0.00 | | 134.86 |
| 03.4522.003.612 / SKI - KITCHEN SUPPLIES | | | | | 134.86 | |
| | | | **Total Check #:** | **0** | | **134.86** |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 14 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|---|---|---|
| **8/11/2023** | **Check Manifest** | **Batch:** | **14** | **Chk Count:** | **38** | **Total Amnt:** | | | **36,144.25** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 30,123.30 |
| 02 | WATER FUND | 306.48 |
| 03 | RECREATION FUND | 5,714.47 |

## --- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 15 **Northway Water Department**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **0** | **8/11/2023** | **8990** | **BADGER METER** | | | | |
| | 80134385 | | | 7/29/2023 | 47.53 | 0.00 | 47.53 |
| | 02.4903.490.004 / CAP - WATER METER UPGRADES | | | | | 47.53 | |
| | | | | | **Total Check #:** | **0** | **47.53** |
| **0** | **8/11/2023** | **1790** | **ELECTRICAL INSTALLATIONS, LLC** | | | | |
| | S2319101 | | | 8/28/2023 | 1,087.25 | 0.00 | 1,087.25 |
| | 02.4331.520.864 / WTR - TELEMETRY | | | | | 1,087.25 | |
| | | | | | **Total Check #:** | **0** | **1,087.25** |
| **0** | **8/11/2023** | **9140** | **EVERSOURCE** | | | | |
| | 56101129021 7/27/23 | | | 7/27/2023 | 3,901.42 | 0.00 | 3,901.42 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | 3,901.42 | |
| | | | | | **Total Check #:** | **0** | **3,901.42** |
| **0** | **8/11/2023** | **9130** | **EVERSOURCE** | | | | |
| | 56956494019 | | | 8/06/2023 | 106.43 | 0.00 | 106.43 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | 106.43 | |
| | | | | | **Total Check #:** | **0** | **106.43** |
| **0** | **8/11/2023** | **7310** | **EVERSOURCE P.O. BOX 650047 DALLAS, TX 752** | | | | |
| | 56688101039 7/27/23 | | | 7/27/2023 | 16.21 | 0.00 | 16.21 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | 16.21 | |
| | | | | | **Total Check #:** | **0** | **16.21** |
| **0** | **8/11/2023** | **7330** | **EVERSOURCE PO BOX 650047 DALLAS, TX 7526** | | | | |
| | 56945126092 7/27/23 | | | 7/27/2023 | 19.69 | 0.00 | 19.69 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | 19.69 | |
| | | | | | **Total Check #:** | **0** | **19.69** |
| **0** | **8/11/2023** | **7280** | **EVERSOURCE PO BOX 650047 DALLAS, TX 7526** | | | | |
| | 56344890025 7/27/23 | | | 7/27/2023 | 224.82 | 0.00 | 224.82 |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 15 **Northway Water Department**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | | 224.82 |
| | | | | | **Total Check #:** | **0** | **224.82** |
| **0** | **8/11/2023** | **7300** | **EVERSOURCE PO BOX 650047 DALLAS, TX 7526** | | | | |
| | 56181551029 7/27/23 | | | 7/27/2023 | 18.61 | 0.00 | 18.61 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | | 18.61 |
| | | | | | **Total Check #:** | **0** | **18.61** |
| **0** | **8/11/2023** | **7320** | **EVERSOURCE PO BOX 650047 DALLAS, TX 7526** | | | | |
| | 56384126058 7/27/23 | | | 7/27/2023 | 16.21 | 0.00 | 16.21 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | | | 16.21 |
| | | | | | **Total Check #:** | **0** | **16.21** |
| **0** | **8/11/2023** | **2230** | **FIRST BANKCARD** | | | | |
| | 111-8893160-1176256 | | | 7/20/2023 | 1,197.00 | 0.00 | 1,197.00 |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | | | 1,197.00 |
| | P1-86732531 | | | 8/06/2023 | 118.34 | 0.00 | 118.34 |
| | 02.4331.520.240 / WTR - LICENSES, FEEES, & EDUCATION | | | | | | 118.34 |
| | | | | | **Total Check #:** | **0** | **1,315.34** |
| **0** | **8/11/2023** | **2110** | **F.W. WEBB COMPANY** | | | | |
| | 81501779-2 | | | 7/18/2023 | 303.05 | 0.00 | 303.05 |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | | | 303.05 |
| | | | | | **Total Check #:** | **0** | **303.05** |
| **0** | **8/11/2023** | **3240** | **KIMBALL MIDWEST** | | | | |
| | 101310817 | | | 8/03/2023 | 4,861.00 | 0.00 | 4,861.00 |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | | | 4,861.00 |
| | | | | | **Total Check #:** | **0** | **4,861.00** |
| **0** | **8/11/2023** | **9370** | **PIPE CONNECTIONS LLC** | | | | |
| | 26298 | | | 7/25/2023 | 3,000.00 | 0.00 | 3,000.00 |

# Check Manifest - by Payee

**Date:** 8/11/2023 **Batch ID:** 15 **Northway Water Department**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | | | 3,000.00 |
| | | | | | **Total Check #:** | **0** | **3,000.00** |
| **0** | **8/11/2023** | **4960** | **PREMIER PUMP & SUPPLY** | | | | |
| | 0169649-IN | | | 7/21/2023 | 2,089.15 | 0.00 | 2,089.15 |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | | | 2,089.15 |
| | | | | | **Total Check #:** | **0** | **2,089.15** |
| **0** | **8/11/2023** | **5700** | **STAPLES BUSINESS ADVANTAGE** | | | | |
| | 10238266 WATER | | | 8/07/2023 | 111.98 | 0.00 | 111.98 |
| | 02.4331.520.620 / WTR - OFFICE SUPPLIES | | | | | | 111.98 |
| | | | | | **Total Check #:** | **0** | **111.98** |
| **0** | **8/11/2023** | **9490** | **TREASURER, STATE OF NH** | | | | |
| | 194070 | | | 7/27/2023 | 30.00 | 0.00 | 30.00 |
| | 02.4331.520.860 / WTR - WATER TESTING | | | | | | 30.00 |
| | 194097 | | | 7/27/2023 | 15.00 | 0.00 | 15.00 |
| | 02.4331.520.860 / WTR - WATER TESTING | | | | | | 15.00 |
| | | | | | **Total Check #:** | **0** | **45.00** |

Date: 8/11/2023 Batch ID: 15 Northway Water Department

# Check Manifest - by Payee

| Check Number | Check Date | Vendor ID | Payee | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|---|---|---|
| **8/11/2023** | **Check Manifest** | **Batch:** | **15** | **Chk Count:** | **16** | **Total Amnt:** | | | **17,163.69** |

--- Subtotals by Fund ---

| Fund | Description | Amount |
|---|---|---|
| 02 | WATER FUND | 17,163.69 |

## --- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **0** | **8/18/2023** | **150** | **ALVINA SNEGACH** | | | |
| | 8/9/23 MINUTES | | 8/09/2023 | 75.00 | 0.00 | 75.00 |
| | 01.4130.002.390 / EXEC - CONSULTING | | | | 75.00 | |
| | | | | **Total Check #:** | **0** | **75.00** |
| **0** | **8/18/2023** | **210** | **AMERIGAS** | | | |
| | 3153618966 | | 8/08/2023 | 177.78 | 0.00 | 177.78 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | 177.78 | |
| | | | | **Total Check #:** | **0** | **177.78** |
| **0** | **8/18/2023** | **250** | **AMERIGAS** | | | |
| | 3153675335 | | 8/11/2023 | 429.99 | 0.00 | 429.99 |
| | 01.4314.003.341 / B&G - HEAT | | | | 429.99 | |
| | | | | **Total Check #:** | **0** | **429.99** |
| **0** | **8/18/2023** | **280** | **AMOSKEAG BEVERAGES, INC.** | | | ACH |
| | 3384473 | | 8/10/2023 | 398.50 | 0.00 | 398.50 |
| | 03.3409.001.007 / COG - BEER | | | | 398.50 | |
| | | | | **Total Check #:** | **0** | **398.50** |
| **0** | **8/18/2023** | **4440** | **CARDMEMBER SERVICES** | | | |
| | 11193224185309831 | | 8/08/2023 | 83.43 | 0.00 | 83.43 |
| | 03.3409.005.005 / COGS - NON-ALCOHOL BEBERAGES | | | | 12.49 | |
| | 03.4524.001.612 / REC - FRONT DESK REC SUPPLIES | | | | 31.95 | |
| | 03.4520.000.390 / REC - MISC. EXPENSES | | | | 38.99 | |
| | | | | **Total Check #:** | **0** | **83.43** |
| **0** | **8/18/2023** | **7050** | **COCA-COLA BOTTLING COMPANY** | | | |
| | 37037970015 | | 8/11/2023 | 470.77 | 0.00 | 470.77 |
| | 03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES | | | | 470.77 | |
| | | | | **Total Check #:** | **0** | **470.77** |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| **0** | **8/18/2023** | **1260** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 113275827930 8/12/23 | | 8/12/2023 | 62.64 | 0.00 | | 62.64 |
| | 01.4299.001.814 / PSAFE - ALARM - SECURITY | | | | | 62.64 | |
| | | | | **Total Check #:** | **0** | | **62.64** |
| **0** | **8/18/2023** | **1320** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 6037268958353 8/12/23 | | 8/12/2023 | 50.82 | 0.00 | | 50.82 |
| | 01.4299.001.813 / PSAFE - ALARM - FIRE & WATER | | | | | 50.82 | |
| | | | | **Total Check #:** | **0** | | **50.82** |
| **0** | **8/18/2023** | **1340** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 113276522050 8/12/23 | | 8/12/2023 | 111.74 | 0.00 | | 111.74 |
| | 01.4520.002.350 / REC - TELEPHONE | | | | | 111.74 | |
| | | | | **Total Check #:** | **0** | | **111.74** |
| **0** | **8/18/2023** | **1350** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 113275470753 8/12/23 | | 8/12/2023 | 57.84 | 0.00 | | 57.84 |
| | 01.4520.002.350 / REC - TELEPHONE | | | | | 57.84 | |
| | | | | **Total Check #:** | **0** | | **57.84** |
| **0** | **8/18/2023** | **1240** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 113298733110 8/12/23 | | 8/12/2023 | 57.84 | 0.00 | | 57.84 |
| | 01.4520.002.350 / REC - TELEPHONE | | | | | 57.84 | |
| | | | | **Total Check #:** | **0** | | **57.84** |
| **0** | **8/18/2023** | **1250** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 18626574086 8/12/23 | | 8/12/2023 | 194.47 | 0.00 | | 194.47 |
| | 01.4299.001.813 / PSAFE - ALARM - FIRE & WATER | | | | | 194.47 | |
| | | | | **Total Check #:** | **0** | | **194.47** |
| **0** | **8/18/2023** | **2230** | **FIRST BANKCARD** | | | | |
| | E0700ORKHO | | 8/14/2023 | 12.50 | 0.00 | | 12.50 |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid | |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 12.50 | |
| | MICROSOFT 365 8/14/23 | | 8/14/2023 | 69.99 | 0.00 | | 69.99 |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 69.99 | |
| | | | | **Total Check #:** | **0** | | **82.49** |
| **0** | **8/18/2023** | **3420** | **LOUIE VALENTE** | | | | |
| | 680154 | | 8/01/2023 | 965.54 | 0.00 | | 965.54 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 965.54 | |
| | | | | **Total Check #:** | **0** | | **965.54** |
| **0** | **8/18/2023** | **8010** | **MORGAN CLARK** | | | | |
| | 8/19/23 ENTERTAINMENT | | 8/18/2023 | 450.00 | 0.00 | | 450.00 |
| | 03.4523.003.611 / LNG - ENTERTAINMENT | | | | | 450.00 | |
| | | | | **Total Check #:** | **0** | | **450.00** |
| **0** | **8/18/2023** | **8060** | **NEEDHAM ELECTRIC SUPPLY** | | | | |
| | S6073494.001 | | 8/08/2023 | 263.86 | 0.00 | | 263.86 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 263.86 | |
| | S6073494.002 | | 8/10/2023 | 24.72 | 0.00 | | 24.72 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 24.72 | |
| | S6074569.001 | | 8/09/2023 | 18.61 | 0.00 | | 18.61 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 18.61 | |
| | S6074569.002 | | 8/10/2023 | 188.64 | 0.00 | | 188.64 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 188.64 | |
| | S6074928.001 | | 8/10/2023 | 32.36 | 0.00 | | 32.36 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 32.36 | |
| | S6075581.001 | | 8/11/2023 | 80.94 | 0.00 | | 80.94 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 80.94 | |
| | S6075597.001. | | 8/11/2023 | 57.50 | 0.00 | | 57.50 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 57.50 | |
| | S6076133.001 | | 8/14/2023 | 25.90 | 0.00 | | 25.90 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 25.90 | |
| | S6076946.001 | | 8/15/2023 | 94.07 | 0.00 | | 94.07 |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid | |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | | 94.07 | |
| | | | | **Total Check #:** | **0** | | **786.60** |
| **0** | **8/18/2023** | **4810** | **PERFORMANCE FOOD GROUP** | | | | |
| | 7382382 | | 8/10/2023 | 1,048.44 | 0.00 | | 1,048.44 |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | | 341.00 | |
| | 03.3409.002.004 / COG - FOOD | | | | | 610.19 | |
| | 03.4523.002.620 / LNG - BAR SUPPLIES | | | | | 97.25 | |
| | 7388710 | | 8/17/2023 | 1,051.21 | 0.00 | | 1,051.21 |
| | 03.3409.001.010 / COG - BAR SUPPLIES | | | | | 104.00 | |
| | 03.3409.002.004 / COG - FOOD | | | | | 764.21 | |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | | 183.00 | |
| | | | | **Total Check #:** | **0** | | **2,099.65** |
| **0** | **8/18/2023** | **8410** | **SAMANTHA BANVILLE** | | | | |
| | 11100088372737864 | | 7/24/2023 | 13.06 | 0.00 | | 13.06 |
| | 03.3409.003.001 / COGS - EVENTS | | | | | 13.06 | |
| | 11160799277822661 | | 7/24/2023 | 11.95 | 0.00 | | 11.95 |
| | 03.3409.003.001 / COGS - EVENTS | | | | | 11.95 | |
| | 11229120559908213 | | 6/25/2023 | 7.99 | 0.00 | | 7.99 |
| | 03.3409.003.001 / COGS - EVENTS | | | | | 7.99 | |
| | 11250135142664258 | | 7/26/2023 | 64.89 | 0.00 | | 64.89 |
| | 03.3409.003.001 / COGS - EVENTS | | | | | 64.89 | |
| | 114233 | | 8/11/2023 | 136.96 | 0.00 | | 136.96 |
| | 03.3409.001.006 / COG - LIQUOR | | | | | 136.96 | |
| | | | | **Total Check #:** | **0** | | **234.85** |
| **0** | **8/18/2023** | **5480** | **SHAWN PELCHAT** | | | | |
| | 776912 | | 8/08/2023 | 79.99 | 0.00 | | 79.99 |
| | 01.4130.002.611 / EXEC - UNIFORMS | | | | | 79.99 | |
| | | | | **Total Check #:** | **0** | | **79.99** |
| **0** | **8/18/2023** | **5730** | **STATE OF NEW HAMPSHIRE-DOT** | | | | |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid | |
| | 347244 | | 8/11/2023 | 203.12 | 0.00 | 203.12 | |
| | 01.4314.003.823 / B&G - FUEL | | | | 203.12 | | |
| | | | | **Total Check #:** | **0** | | **203.12** |
| **0** | **8/18/2023** | **6100** | **TRACY DUFFY** | | | | |
| | 010843 | | 8/16/2023 | 60.43 | 0.00 | 60.43 | |
| | 03.3409.002.610 / COG - BAR SUPPLIES | | | | 10.86 | | |
| | 03.3409.002.004 / COG - FOOD | | | | 49.57 | | |
| | 03303364 | | 7/27/2023 | 88.80 | 0.00 | 88.80 | |
| | 03.3409.002.610 / COG - BAR SUPPLIES | | | | 28.57 | | |
| | 03.3409.001.002 / COG - FOOD | | | | 60.23 | | |
| | 056339 | | 8/10/2023 | 42.93 | 0.00 | 42.93 | |
| | 03.4523.002.620 / LNG - BAR SUPPLIES | | | | 5.17 | | |
| | 03.3409.001.002 / COG - FOOD | | | | 37.76 | | |
| | | | | **Total Check #:** | **0** | | **192.16** |
| **0** | **8/18/2023** | **6190** | **UNIFIRST CORPORATION** | | | | |
| | 1070251497 | | 8/10/2023 | 132.88 | 0.00 | 132.88 | |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | 132.88 | | |
| | | | | **Total Check #:** | **0** | | **132.88** |
| **0** | **8/18/2023** | **6240** | **UPTON & HATFIELD, LLP** | | | | |
| | 164067 | | 8/09/2023 | 607.50 | 0.00 | 607.50 | |
| | 01.4130.002.323 / EXEC - LEGAL SERVICES | | | | 607.50 | | |
| | | | | **Total Check #:** | **0** | | **607.50** |
| **0** | **8/18/2023** | **6280** | **VERIZON WIRELESS** | | | | |
| | 994150888 | | 8/08/2023 | 225.58 | 0.00 | 225.58 | |
| | 01.4130.002.351 / EXEC - CELL PHONES | | | | 110.25 | | |
| | 01.4312.002.351 / HWY - CELL PHONES | | | | 115.33 | | |
| | | | | **Total Check #:** | **0** | | **225.58** |
| **0** | **8/18/2023** | **6680** | **XEROX FINANCIAL SERVICES** | | | | |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid | |
| | 4630289 | | 8/09/2023 | 16.78 | 0.00 | 16.78 | |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 16.78 | |
| | | | | **Total Check #:** | **0** | **16.78** | |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 21 **Northway District**

| Check Number | Check Date | Vendor ID | Payee | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|---|---|---|
| **8/18/2023** | **Check Manifest** | **Batch:** | **21** | **Chk Count:** | **25** | **Total Amnt:** | | | **8,247.96** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 4,185.72 |
| 03 | RECREATION FUND | 4,062.24 |

## --- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 22 **Default Bank**

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **0** | **8/18/2023** | **9598** | **Caroline Delaney and / or Andrew Gauthier** | | | |
| | REFUND 8/8/23 | | 8/18/2023 | 3.20 | 0.00 | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 3.20 | |
| | Refund credit cust. #1081 | | | | | |
| | | | | **Total Check #:** | **0** | **3.20** |
| **0** | **8/18/2023** | **1790** | **ELECTRICAL INSTALLATIONS, LLC** | | | |
| | S2322601 | | 7/31/2023 | 338.23 | 0.00 | 338.23 |
| | 02.4331.520.864 / WTR - TELEMETRY | | | | 338.23 | |
| | SERVICE AGREEMENT 202: | | 8/01/2023 | 10,800.00 | 0.00 | 10,800.00 |
| | 02.4331.520.510 / WTR - CONSULTING | | | | 10,800.00 | |
| | | | | **Total Check #:** | **0** | **11,138.23** |
| **0** | **8/18/2023** | **9606** | **Jeffrey Marchese** | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 3.20 | |
| | Refund Credit Cust #894 | | | | | |
| | | | | **Total Check #:** | **0** | **3.20** |
| **0** | **8/18/2023** | **3190** | **JS ADAMS LOCK & SECURITY** | | | |
| | 026699 | | 8/09/2023 | 602.00 | 0.00 | 602.00 |
| | 02.4331.520.641 / WTR - SYSTEM REPAIRS | | | | 602.00 | |
| | | | | **Total Check #:** | **0** | **602.00** |
| **0** | **8/18/2023** | **9597** | **Kennedy Family Trust** | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | 3.20 |
| | 01.2020.000.000 / ACCOUNTS PAYABLES | | | | 3.20 | |
| | 01.2020.000.000 / ACCOUNTS PAYABLES | | | | -3.20 | |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 3.20 | |
| | | | | **Total Check #:** | **0** | **3.20** |
| **0** | **8/18/2023** | **9603** | **Kevin Donovan and / or Helga Donovan** | | | |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 22 **Default Bank**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | | 3.20 | |
| | Refund Credit Cust #916 | | | | | | |
| | | | | **Total Check #:** | **0** | | **3.20** |
| **0** | **8/18/2023** | **9609** | **Lighthouse Title & Closing Services LLC** | | | | |
| | REFUND 8/17/23 | | 8/17/2023 | 4.12 | 0.00 | | 4.12 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | | 4.12 | |
| | | | | **Total Check #:** | **0** | | **4.12** |
| **0** | **8/18/2023** | **9601** | **Paul Joly and / or Linda Joly** | | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | | 3.20 | |
| | Refund Credit Cust #985 | | | | | | |
| | | | | **Total Check #:** | **0** | | **3.20** |
| **0** | **8/18/2023** | **9604** | **Peter Murphy and / or Marie Murphy** | | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 2.00 | 0.00 | | 2.00 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | | 2.00 | |
| | Refund Credit Cust #900 | | | | | | |
| | | | | **Total Check #:** | **0** | | **2.00** |
| **0** | **8/18/2023** | **9605** | **Richard Martins and / or Elaine Martins** | | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.27 | 0.00 | | 3.27 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | | 3.27 | |
| | Refund Credit Cust #699 | | | | | | |
| | | | | **Total Check #:** | **0** | | **3.27** |
| **0** | **8/18/2023** | **9600** | **Robert Handley and / or Jennifer Handley** | | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | | 3.20 | |
| | Refund Credit Cust #1067 | | | | | | |
| | | | | **Total Check #:** | **0** | | **3.20** |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 22 **Default Bank**

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **0** | **8/18/2023** | **9602** | **Ross and / or Sally Humer** | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 3.20 | |
| | Refund Credit Cust #919 | | | | | |
| | | | | **Total Check #:** | **0** | **3.20** |
| **0** | **8/18/2023** | **9607** | **Samantha Cyrs** | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 2.00 | 0.00 | 2.00 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 2.00 | |
| | Refund Credit Cust #872 | | | | | |
| | | | | **Total Check #:** | **0** | **2.00** |
| **0** | **8/18/2023** | **9608** | **Scott Mullowney and / or Pricilla Mullowney** | | | |
| | REFUND 8/8/23 | | 8/08/2023 | 3.20 | 0.00 | 3.20 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 3.20 | |
| | Refund Credit Cust #870 | | | | | |
| | | | | **Total Check #:** | **0** | **3.20** |
| **0** | **8/18/2023** | **9596** | **Tracy & Mark Horne** | | | |
| | METER REFUND 8/7/23 | | 8/07/2023 | 530.47 | 0.00 | 530.47 |
| | 02.3401.520.003 / REV - METER INCOME | | | | 530.47 | |
| | Refund for meter returned | | | | | |
| | | | | **Total Check #:** | **0** | **530.47** |
| **0** | **8/18/2023** | **6280** | **VERIZON WIRELESS** | | | |
| | 9941508444 | | 8/08/2023 | 82.12 | 0.00 | 82.12 |
| | 02.4331.520.240 / WTR - LICENSES, FEEES, & EDUCATION | | | | 82.12 | |
| | | | | **Total Check #:** | **0** | **82.12** |
| **0** | **8/18/2023** | **9599** | **Vincent Vindice** | | | |
| | REFUND 8/18/23 | | 8/18/2023 | 4.11 | 0.00 | 4.11 |
| | 02.1150.000.003 / A/R - NEW BILLING SYSTEM | | | | 4.11 | |
| | Sold-Refund of Credit | | | | | |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 22 **Default Bank**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | | | **Total Check #:** | **0** | **4.11** |

# Check Manifest - by Payee

**Date:** 8/18/2023 **Batch ID:** 22 **Default Bank**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **8/18/2023** | **Check Manifest** | **Batch:** | **22** | **Chk Count:** | **17** | **Total Amnt:** | **12,393.92** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 0.00 |
| 02 | WATER FUND | 12,393.92 |

## --- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| **0** | **9/06/2023** | **80** | **AFLAC** | | | | |
| | 104681 | | 7/29/2023 | 532.45 | 0.00 | | 532.45 |
| | 01.2020.000.008 / AFLAC PAYABLE | | | | | 532.45 | |
| | | | | **Total Check #:** | **0** | | **532.45** |
| **0** | **9/06/2023** | **210** | **AMERIGAS** | | | | |
| | 3153852582 | | 8/16/2023 | 153.92 | 0.00 | | 153.92 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 153.92 | |
| | | | | **Total Check #:** | **0** | | **153.92** |
| **0** | **9/06/2023** | **9612** | **Benton Enterprises Sand & Gravel** | | | | |
| | 2406 | | 8/15/2023 | 1,344.00 | 0.00 | | 1,344.00 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | | 1,344.00 | |
| | | | | **Total Check #:** | **0** | | **1,344.00** |
| **0** | **9/06/2023** | **4470** | **CARDMEMBER SERVICE** | | | | |
| | 2514456550 | | 6/29/2023 | 19.99 | 0.00 | | 19.99 |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 19.99 | |
| | INV211774623 | | 9/01/2023 | 199.90 | 0.00 | | 199.90 |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 199.90 | |
| | MSFT E0400O628J | | 6/24/2023 | 8.25 | 0.00 | | 8.25 |
| | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | | 8.25 | |
| | | | | **Total Check #:** | **0** | | **228.14** |
| **0** | **9/06/2023** | **4440** | **CARDMEMBER SERVICES** | | | | |
| | 113-1162884-9548266 | | 8/21/2023 | 384.02 | 0.00 | | 384.02 |
| | 01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE | | | | | 384.02 | |
| | 113-2950261-7793004 | | 8/21/2023 | 271.99 | 0.00 | | 271.99 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 271.99 | |
| | 113-5199511-3311450 | | 8/18/2023 | 443.94 | 0.00 | | 443.94 |
| | 01.4314.003.630 / B&G - BUILDING REPAIRS | | | | | 443.94 | |
| | 113-6113525-6864214 | | 7/17/2023 | 103.42 | 0.00 | | 103.42 |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 01.4524.003.631 / POOL - POOL REPAIRS & MAINTENANCE | | | | | 103.42 | |
| | 113-7870968-6730641 | | 7/28/2023 | 76.90 | 0.00 | | 76.90 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 76.90 | |
| | 113-9192647-8224258 | | 6/08/2023 | 38.22 | 0.00 | | 38.22 |
| | 01.4130.002.611 / EXEC - UNIFORMS | | | | | 38.22 | |
| | 171681 | | 8/24/2023 | 223.00 | 0.00 | | 223.00 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | | 223.00 | |
| | 8473 | | 8/15/2023 | 760.30 | 0.00 | | 760.30 |
| | 01.4524.003.631 / POOL - POOL REPAIRS & MAINTENANCE | | | | | 760.30 | |
| | | | | **Total Check #:** | **0** | | **2,301.79** |
| **0** | **9/06/2023** | **1270** | **CONSOLIDATED COMMUNICATION** | | | | |
| | 8/18/23 | | 8/18/2023 | 129.47 | 0.00 | | 129.47 |
| | 01.4299.001.814 / PSAFE - ALARM - SECURITY | | | | | 129.47 | |
| | | | | **Total Check #:** | **0** | | **129.47** |
| **0** | **9/06/2023** | **1360** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | 8/18/23. | | 8/18/2023 | 117.10 | 0.00 | | 117.10 |
| | 01.4299.001.813 / PSAFE - ALARM - FIRE & WATER | | | | | 117.10 | |
| | | | | **Total Check #:** | **0** | | **117.10** |
| **0** | **9/06/2023** | **1290** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | AUGUST 24 | | 7/24/2023 | 121.00 | 0.00 | | 121.00 |
| | 01.4299.001.814 / PSAFE - ALARM - SECURITY | | | | | 121.00 | |
| | | | | **Total Check #:** | **0** | | **121.00** |
| **0** | **9/06/2023** | **1300** | **CONSOLIDATED COMMUNICATIONS** | | | | |
| | AUGUST 24 | | 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** | **9/06/2023** | **1330** | **CONSOLIDATED COMMUNICATIONS** | | | | |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 8/21/23 | | 8/21/2023 | 121.00 | 0.00 | | 121.00 |
| | 01.4299.001.813 / PSAFE - ALARM - FIRE & WATER | | | | | 121.00 | |
| | | | | **Total Check #:** | **0** | | **121.00** |
| **0** | **9/06/2023** | **1380** | **CONWAY TECHNOLOGY GROUP** | | | | |
| | IN3967337 | | 8/22/2023 | 257.27 | 0.00 | | 257.27 |
| | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | | 128.64 | |
| | 01.4520.003.620 / REC - MISC EXPENSES | | | | | 128.63 | |
| | | | | **Total Check #:** | **0** | | **257.27** |
| **0** | **9/06/2023** | **1430** | **COREY SIMPSON** | | | | |
| | 8/24/23 | | 8/24/2023 | 39,000.00 | 0.00 | | 39,000.00 |
| | 01.4903.021.009 / HVAC WA #9 2021 | | | | | 39,000.00 | |
| | 8/24/23. | | 8/24/2023 | 950.00 | 0.00 | | 950.00 |
| | 01.4520.003.660 / REC - EQUIPMENT REPAIRS | | | | | 950.00 | |
| | | | | **Total Check #:** | **0** | | **39,950.00** |
| **0** | **9/06/2023** | **9611** | **Deer Bed Acres Trucking** | | | | |
| | 8/9/23 | | 8/09/2023 | 960.00 | 0.00 | | 960.00 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | | 960.00 | |
| | | | | **Total Check #:** | **0** | | **960.00** |
| **0** | **9/06/2023** | **2230** | **FIRST BANKCARD** | | | | |
| | 113-8903923-7406622 | | 8/11/2023 | 167.52 | 0.00 | | 167.52 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | | 167.52 | |
| | 113-9281739-1265000 | | 8/22/2023 | 65.90 | 0.00 | | 65.90 |
| | 01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE | | | | | 65.90 | |
| | 113-9486680-1241817 | | 8/22/2023 | 33.98 | 0.00 | | 33.98 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 33.98 | |
| | 312891 | | 8/22/2023 | 27.00 | 0.00 | | 27.00 |
| | 01.4130.002.620 / EXEC - MISCELLANEOUS EXPENSSE | | | | | 13.50 | |
| | 01.4520.003.620 / REC - MISC EXPENSES | | | | | 13.50 | |
| | GOOGLE JULY | | 6/03/2023 | 942.39 | 0.00 | | 942.39 |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | 01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION | | | | | 942.39 | |
| | MICROSOFT JULY | | 6/26/2023 | 69.99 | 0.00 | | 69.99 |
| | | | | **Total Check #:** | **0** | | **1,306.78** |
| **0** | **9/06/2023** | **2580** | **HARCROS CHEMICALS, INC.** | | | | |
| | 291001227 | | 8/23/2023 | 1,240.20 | 0.00 | | 1,240.20 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 1,240.20 | |
| | | | | **Total Check #:** | **0** | | **1,240.20** |
| **0** | **9/06/2023** | **2630** | **HEALTH TRUST** | | | | |
| | 001475865 | | 9/01/2023 | 14,632.96 | 0.00 | | 14,632.96 |
| | 01.4314.001.210 / B&G - HEALTH INSURANCE | | | | | 5,393.90 | |
| | 01.4314.001.211 / B&G - DENTAL INSURANCE | | | | | 219.45 | |
| | 01.4521.001.210 / FD - HEALTH INSURANCE | | | | | 2,157.56 | |
| | 01.4521.001.211 / FD - DENTAL INSURANCE | | | | | 87.78 | |
| | 01.4130.001.210 / EXEC - HEALTH INSURANCE | | | | | 4,315.12 | |
| | 01.4130.001.211 / EXEC - DENTAL INSURANCE | | | | | 172.74 | |
| | 03.4520.001.210 / LNG - HEALTH INSURANCE | | | | | 2,157.56 | |
| | 03.4520.001.211 / LNG - DENTAL INSURANCE | | | | | 128.85 | |
| | | | | **Total Check #:** | **0** | | **14,632.96** |
| **0** | **9/06/2023** | **2710** | **HOME DEPOT CREDIT SERVICES** | | | | |
| | WG41017198 | | 8/21/2023 | 1,303.45 | 0.00 | | 1,303.45 |
| | 01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE | | | | | 1,303.45 | |
| | | | | **Total Check #:** | **0** | | **1,303.45** |
| **0** | **9/06/2023** | **3170** | **JP PEST SERVICES** | | | | |
| | 3584195 | | 8/17/2023 | 234.00 | 0.00 | | 234.00 |
| | 01.4520.003.619 / REC - PEST CONTROL | | | | | 234.00 | |
| | 3584196 | | 8/17/2023 | 152.00 | 0.00 | | 152.00 |
| | 01.4520.003.619 / REC - PEST CONTROL | | | | | 152.00 | |
| | | | | **Total Check #:** | **0** | | **386.00** |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **0** | **9/06/2023** | **3970** | **MUNICIPAL RESOURCES, INC.** | | | |
| | 24159. | | 7/28/2023 | 2,655.03 | 0.00 | 2,655.03 |
| | 01.4130.002.390 / EXEC - CONSULTING | | | | 2,655.03 | |
| | 24216 | | 8/17/2023 | 3,283.78 | 0.00 | 3,283.78 |
| | 01.4130.002.390 / EXEC - CONSULTING | | | | 3,283.78 | |
| | | | | **Total Check #:** | **0** | **5,938.81** |
| **0** | **9/06/2023** | **4070** | **NEEDHAM ELECTRIC SUPPLY CORP.** | | | |
| | S6070585.001 | | 8/02/2023 | 115.74 | 0.00 | 115.74 |
| | 01.4902.023.002 / CAP - HVAC REPAIRS | | | | 115.74 | |
| | S6073506.001 | | 8/09/2023 | 156.64 | 0.00 | 156.64 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | 156.64 | |
| | S6074118.001 | | 8/08/2023 | 25.16 | 0.00 | 25.16 |
| | 01.4314.003.632 / B&G - OUTDOOR LIGHTING | | | | 25.16 | |
| | S6077222.001 | | 8/16/2023 | 161.96 | 0.00 | 161.96 |
| | 01.4903.023.007 / BACK UP GENERATOR WA 7 | | | | 161.96 | |
| | S6079647.001 | | 8/21/2023 | 59.54 | 0.00 | 59.54 |
| | 01.4299.001.814 / PSAFE - ALARM - SECURITY | | | | 59.54 | |
| | | | | **Total Check #:** | **0** | **519.04** |
| **0** | **9/06/2023** | **4810** | **PERFORMANCE FOOD GROUP** | | | |
| | 7395218 | | 7/24/2023 | 1,744.52 | 0.00 | 1,744.52 |
| | 03.3409.001.002 / COG - FOOD | | | | 1,425.96 | |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | 75.31 | |
| | 03.4523.002.620 / LNG - BAR SUPPLIES | | | | 243.25 | |
| | | | | **Total Check #:** | **0** | **1,744.52** |
| **0** | **9/06/2023** | **8420** | **SANEL AUTO PARTS** | | | |
| | 1024069 | | 8/21/2023 | 199.50 | 0.00 | 199.50 |
| | 01.4314.003.662 / B&G - SKI AREA REPAIRS | | | | 199.50 | |
| | | | | **Total Check #:** | **0** | **199.50** |
| **0** | **9/06/2023** | **5700** | **STAPLES BUSINESS ADVANTAGE** | | | |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 7613678209-000001 | | 8/22/2023 | 47.69 | 0.00 | 47.69 |
| | 01.4520.002.610 / REC - OFFICE SUPPLIES | | | | 30.43 | |
| | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | 17.26 | |
| | | | | **Total Check #:** | **0** | **47.69** |
| **0** | **9/06/2023** | **9610** | **Superior Fire Protection** | | | |
| | 14005 | | 8/10/2023 | 845.75 | 0.00 | 845.75 |
| | 01.4299.001.813 / PSAFE - ALARM - FIRE & WATER | | | | 845.75 | |
| | | | | **Total Check #:** | **0** | **845.75** |
| **0** | **9/06/2023** | **6190** | **UNIFIRST CORPORATION** | | | |
| | 1070253314 | | 8/17/2023 | 132.88 | 0.00 | 132.88 |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | 132.88 | |
| | 1070254836 | | 8/24/2023 | 116.74 | 0.00 | 116.74 |
| | 03.4523.002.611 / LNG - KITCHEN SUPPLIES | | | | 116.74 | |
| | | | | **Total Check #:** | **0** | **249.62** |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 33

| Check Number | Check Date | Vendor ID | Payee | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|---|---|---|
| **9/06/2023** | **Check Manifest** | **Batch:** | **33** | **Chk Count:** | **25** | **Total Amnt:** | | | **74,634.06** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 70,353.51 |
| 03 | RECREATION FUND | 4,280.55 |

## --- Signatures ---

_____
Ron Beard, General Manager

_____
Maureen Patti, Commissioner-Chair

_____
Dave Spinney, Commissioner

_____
Gerald Panuczak, Commissioner

ACH's

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 34

| Check Number | Check Date / Invoice # | Vendor ID / PO # | Payee / Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|
| **0** | **9/06/2023** | **280** | **AMOSKEAG BEVERAGES, INC.** | | | |
| | 3384565 | | 8/17/2023 | 304.50 | 0.00 | 304.50 |
| | 03.3409.001.007 / COG - BEER | | | | 304.50 | |
| | 3394277 | | 7/24/2023 | 978.00 | 0.00 | 978.00 |
| | 03.3409.001.007 / COG - BEER | | | | 978.00 | |
| | 3394290 | | 7/24/2023 | 840.00 | 0.00 | 840.00 |
| | 03.3409.001.007 / COG - BEER | | | | 840.00 | |
| | | | | **Total Check #:** | **0** | **2,122.50** |
| **0** | **9/06/2023** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | |
| | 592702 | | 8/16/2023 | 173.25 | 0.00 | 173.25 |
| | 03.3409.001.007 / COG - BEER | | | | 173.25 | |
| | | | | **Total Check #:** | **0** | **173.25** |

# Check Manifest - by Payee

**Date:** 9/06/2023 **Batch ID:** 34

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **9/06/2023** | **Check Manifest** | **Batch:** | **34** | **Chk Count:** | **2** | **Total Amnt:** | **2,295.75** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 03 | RECREATION FUND | 2,295.75 |

## --- Signatures ---

_____
Ron Beard, General Manager

_____
Maureen Patti, Commissioner-Chair

_____
Dave Spinney, Commissioner

_____
Gerald Panuczak, Commissioner

# Check Manifest - by Payee

**Date:** 8/26/2023 **Batch ID:** 27 **Northway Water Department**

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **0** | **8/26/2023** | **4460** | **CARDMEMBER SERVICES** | | | |
| | 10100500 | | 7/12/2023 | 816.28 | 0.00 | 816.28 |
| | 01.4312.002.821 / HWY - EQUIPMENT REPAIR | | | | 816.28 | |
| | 76636331 | | 7/15/2023 | 428.91 | 0.00 | 428.91 |
| | 01.4312.002.611 / HWY - SMALL TOOLS | | | | 428.91 | |
| | | | | **Total Check #:** | **0** | **1,245.19** |
| **0** | **8/26/2023** | **1380** | **CONWAY TECHNOLOGY GROUP** | | | |
| | IN3967337W | | 8/22/2023 | 128.64 | 0.00 | 128.64 |
| | 02.4331.520.620 / WTR - OFFICE SUPPLIES | | | | 128.64 | |
| | | | | **Total Check #:** | **0** | **128.64** |
| **0** | **8/26/2023** | **1790** | **ELECTRICAL INSTALLATIONS, LLC** | | | |
| | S2310701 | | 8/22/2023 | 562.25 | 0.00 | 562.25 |
| | 02.4331.520.864 / WTR - TELEMETRY | | | | 562.25 | |
| | | | | **Total Check #:** | **0** | **562.25** |
| **0** | **8/26/2023** | **2230** | **FIRST BANKCARD** | | | |
| | 312891W | | 8/22/2023 | 13.50 | 0.00 | 13.50 |
| | 02.4331.520.610 / WTR - MISCELLANEOUS EXPENSE | | | | 13.50 | |
| | | | | **Total Check #:** | **0** | **13.50** |
| **0** | **8/26/2023** | **2630** | **HEALTH TRUST** | | | |
| | 001475865W | | 9/01/2023 | 1,122.67 | 0.00 | 1,122.67 |
| | 02.4331.520.211 / WTR - DENTAL INSURANCE | | | | 43.89 | |
| | 02.4331.520.210 / WTR - HEALTH INSURANCE | | | | 1,078.78 | |
| | | | | **Total Check #:** | **0** | **1,122.67** |
| **0** | **8/26/2023** | **9270** | **NH ELECTTRIC CO-OP** | | | |
| | LIBERTY LANE 8/15/23 | | 8/15/2023 | 3,187.15 | 0.00 | 3,187.15 |
| | 02.4331.520.340 / WTR - ELECTRICITY | | | | 3,187.15 | |

# Check Manifest - by Payee

**Date:** 8/26/2023 **Batch ID:** 27 **Northway Water Department**

| Check Number | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|
| | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | | **Total Check #:** | **0** | **3,187.15** |
| **0** | **8/26/2023** | **5700** | **STAPLES BUSINESS ADVANTAGE** | | | |
| | 7613678209 | | 8/22/2023 | 60.84 | 0.00 | 60.84 |
| | 02.4331.520.620 / WTR - OFFICE SUPPLIES | | | | | 60.84 |
| | | | | **Total Check #:** | **0** | **60.84** |

# Check Manifest - by Payee

**Date:** 8/26/2023 **Batch ID:** 27 **Northway Water Department**

| Check Number | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **8/26/2023** | **Check Manifest** | **Batch:** | **27** | **Chk Count:** | **7** | **Total Amnt:** | **6,320.24** |

--- Subtotals by Fund ---

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 1,245.19 |
| 02 | WATER FUND | 5,075.05 |

## --- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

**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: David Sanborn

Meyer Dr. Campton NH 03223
Street City State Zip

Telephone: 6082547320 Email: Sanborncrew@yahoo.com

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

Name of Representative: SAME
Contact Address:

52 Huckins hill Rd. Holderness NH 03245
Street City State Zip

Telephone: SAME Email: SAME

Attachments (please check all that apply):
[✓] NH DES approved septic design
[✓] 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 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.

Signature

9/11/23
Date

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:** 2/7/2023

**APPROVAL NUMBER:** eCA2023020712

**I. PROPERTY INFORMATION**

**Address:** MEYER DRIVE
CAMPTON NH 03223
**Subdivision Approval No.:** 1275
**Subdivision Name:** WATERVILLE ESTATES
**County:** GRAFTON
**Tax Map/Block/Lot No.:** 5/17/17

**II. OWNER INFORMATION**

**Name:** DAVID SANBORN
**Address:** 52 HUCKINS HILL ROAD
HOLDERNESS NH 03245

**III. APPLICANT INFORMATION**

**Name:** STEPHEN B TOWER
**Address:** 1022 DANIEL WEBSTER HWY
N WOODSTOCK NH 03262-2809

**IV. DESIGNER INFORMATION**

**Name:** STEPHEN B TOWER
**Address:** 1022 DANIEL WEBSTER HWY
N WOODSTOCK NH 03262-2809
**Permit No.:** 01464

**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: ENVIROSEPTIC**
**B. NO. OF BEDROOMS: 2**
**C. APPROVED FLOW: 300 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 public water system only.
3. No waivers have been approved.

Eric Thomas

Eric J. Thomas
Subsurface Systems Bureau

OT A PERIMETER SURVEY.
DRIC SOILS OR
HERE IS NO SURFACE

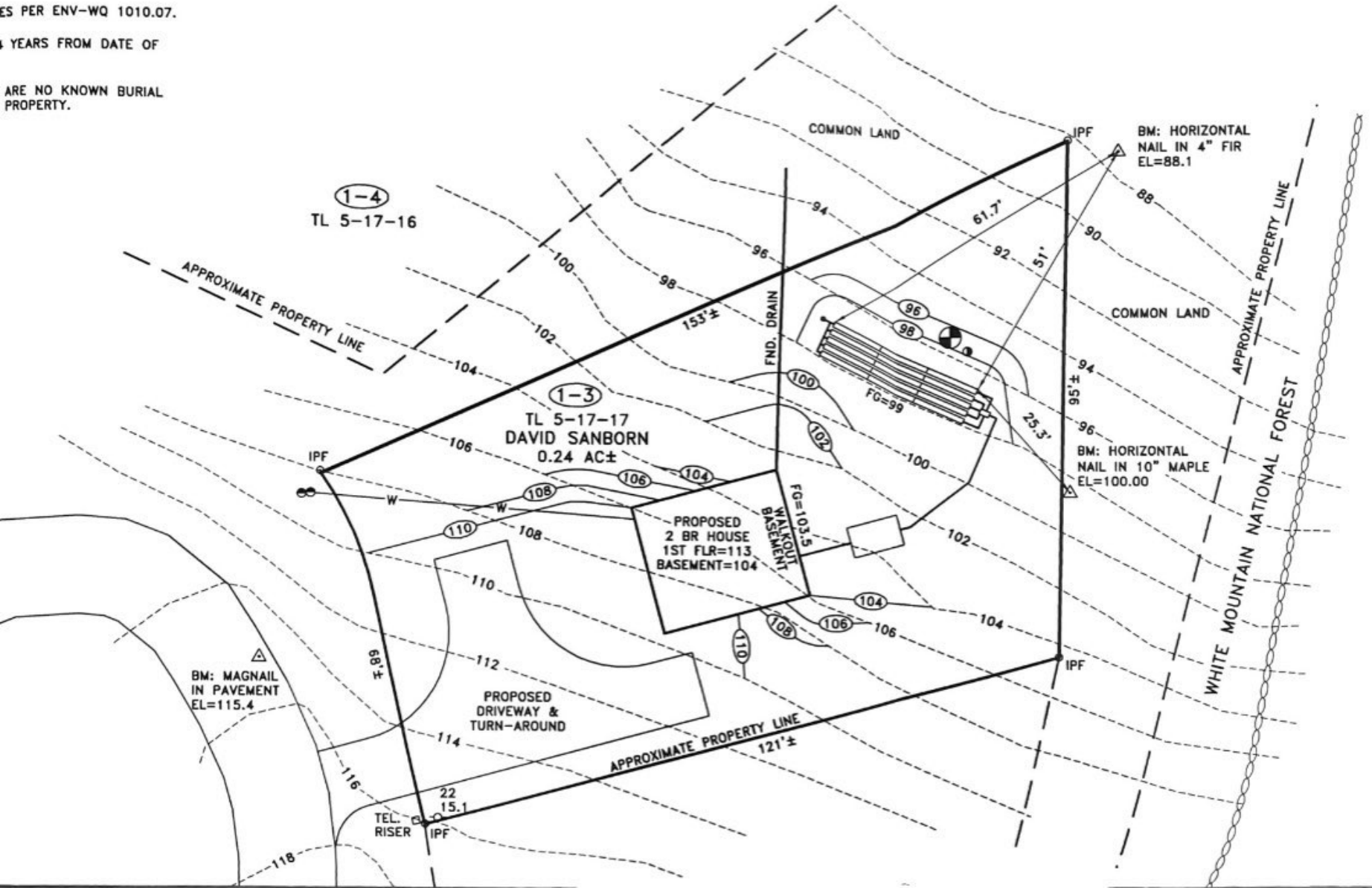
, LICENSED N.H. SEPTIC

THIS SYSTEM.
PROVISIONS OF

ES PER ENV-WQ 1010.07.

YEARS FROM DATE OF

ARE NO KNOWN BURIAL
PROPERTY.



Meyers Dr. 5-17-17

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:
Please send over full details on the septic system for your file.

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 3/30/23

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:

**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: David Sanborn

Tobey Rd Campton NH 03223
Street City State Zip

Telephone: 603 254 7320 Email: Sanborncrew@yahoo.com

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

Name of Representative: same
Contact Address:

52 Huckins hill Rd Holderness NH 03245
Street City State Zip

Telephone: same Email: same

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

Signature

9/10/23
Date

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:** 2/21/2023

**APPROVAL NUMBER:** eCA2023022117

**I. PROPERTY INFORMATION**

**Address:** TOBEY ROAD
CAMPTON NH 03223
**Subdivision Approval No.:** 1276
**Subdivision Name:** WATERVILLE ESTATES
**County:** GRAFTON
**Tax Map/Block/Lot No.:** 10/3/3

**II. OWNER INFORMATION**

**Name:** DAVID SANBORN
**Address:** 52 HUCKINS HILL ROAD
HOLDERNESS NH 03245

**III. APPLICANT INFORMATION**

**Name:** STEPHEN B TOWER
**Address:** 1022 DANIEL WEBSTER HWY
N WOODSTOCK NH 03262-2809

**IV. DESIGNER INFORMATION**

**Name:** STEPHEN B TOWER
**Address:** 1022 DANIEL WEBSTER HWY
N WOODSTOCK NH 03262-2809
**Permit No.:** 01464

**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: ENVIROSEPTIC**
**B. NO. OF BEDROOMS: 3**
**C. APPROVED FLOW: 450 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. No waivers have been approved.

Travis Guest
Subsurface Systems Bureau

Tobey Road

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.**

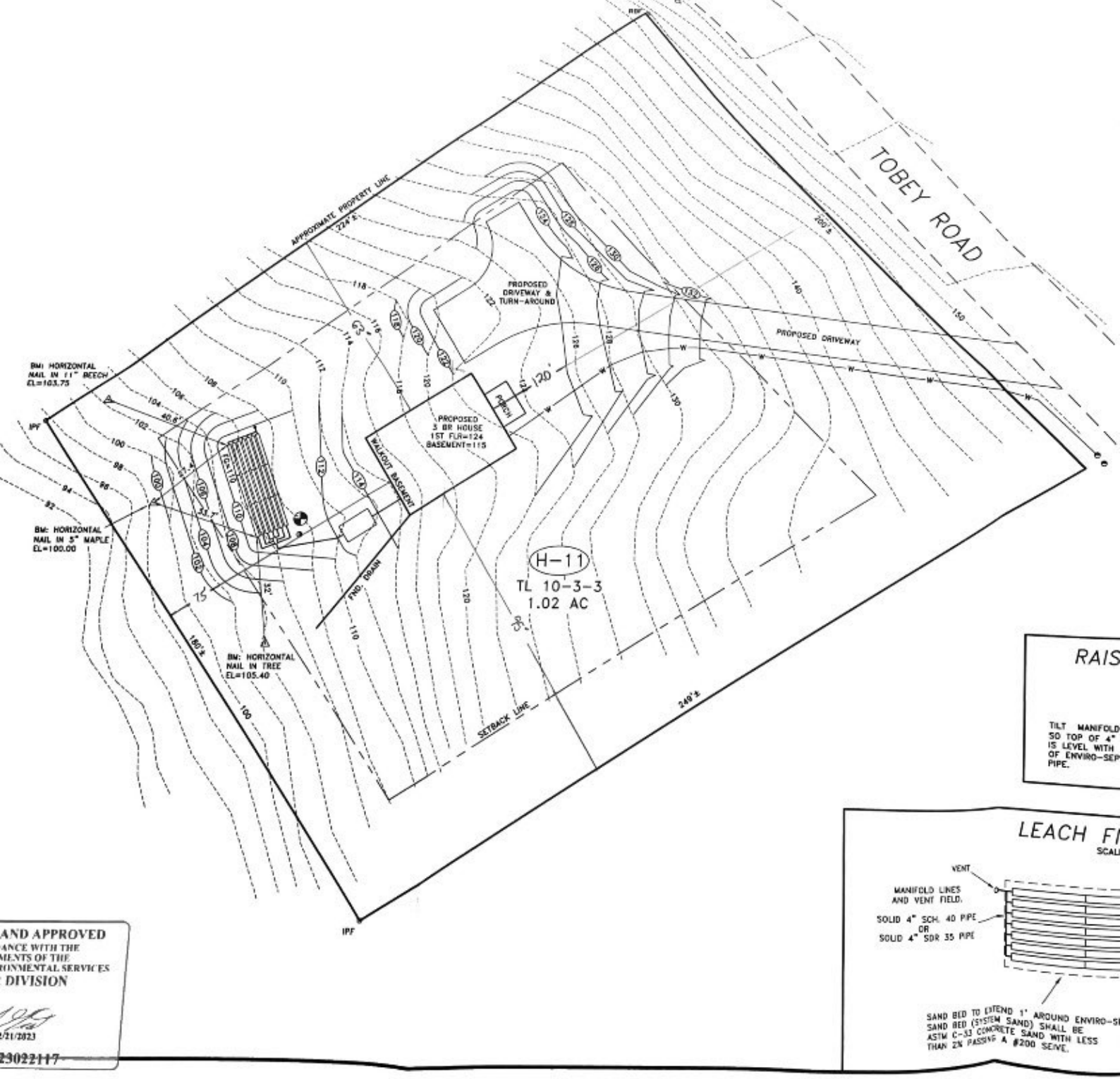
Building Committee Representative

Name Linda Brookner Date 4/3/23

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:




AND APPROVED
ANCE WITH THE
MENTS OF THE
RONMENTAL SERVICES
DIVISION

2/21/2023

23022117

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: David Sanborn

Brambleberry Campton NH 03223
Street City State Zip

Telephone: 6032547320 Email: Sanborncrew@yahoo.com

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

Name of Representative: SAME

Contact Address:

52 Hucking hill rd. Holderness NH 03245
Street City State Zip

Telephone: SAME Email: SAME

Attachments (please check all that apply):

- [✓] NH DES approved septic design
- [✓] WEA building permit Emailed
- [✓] 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 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.

Signature

9/10/23
Date

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:** 3/17/2023

**APPROVAL NUMBER:** eCA2023031722

**I. PROPERTY INFORMATION**
**Address:** BRAMBLEBERRY ROAD
CAMPTON NH 03223
**Subdivision Approval No.:** 7589
**Subdivision Name:** WATERVILLE ESTATES
**County:** GRAFTON
**Tax Map/Block/Lot No.:** 10/1/2

**II. OWNER INFORMATION**
**Name:** DAVID SANBORN
**Address:** 52 HUCKINS HILL ROAD
HOLDERNESS NH 03245

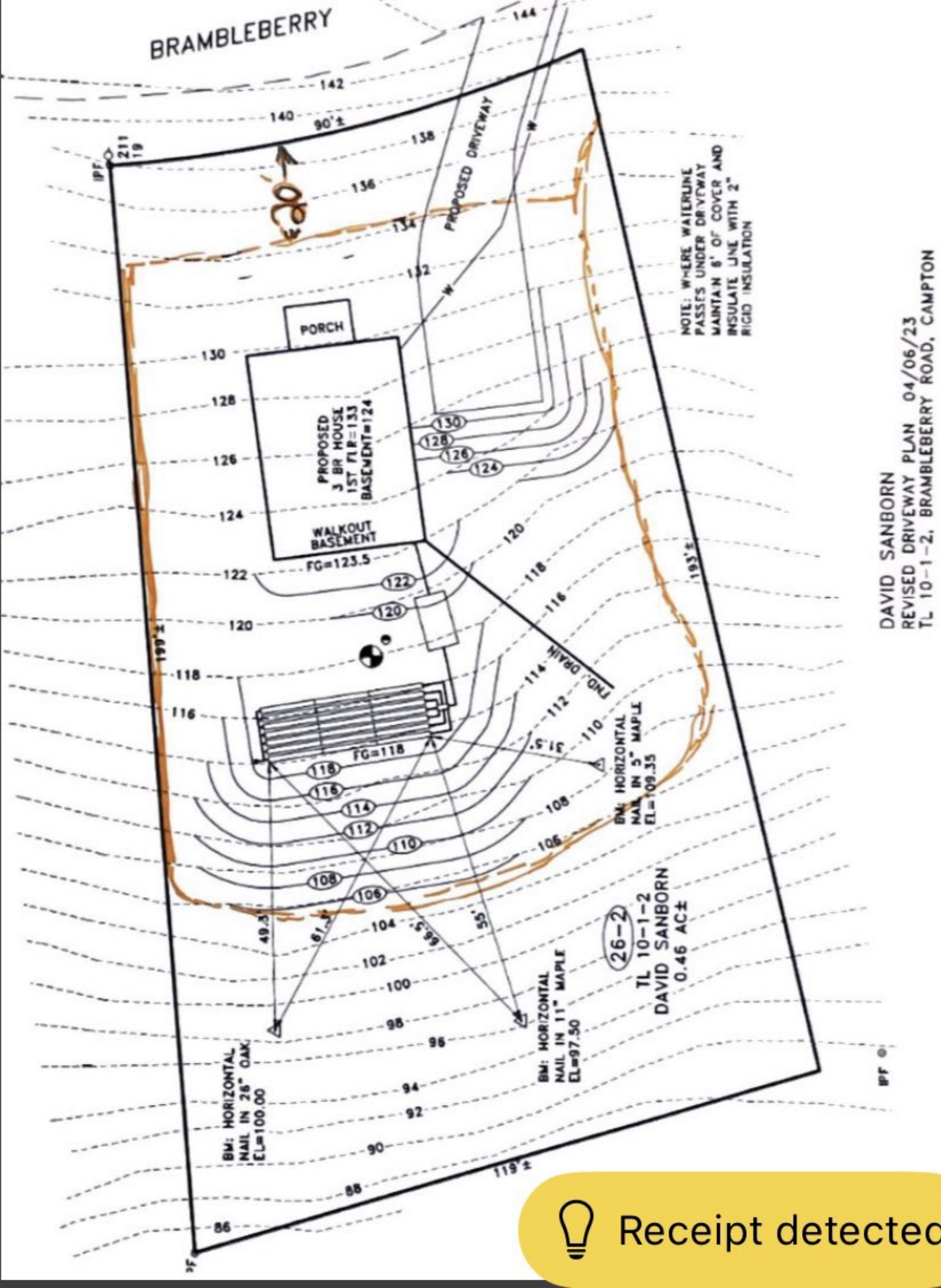
**III. APPLICANT INFORMATION**
**Name:** STEPHEN B TOWER
**Address:** 1022 DANIEL WEBSTER HWY
N WOODSTOCK NH 03262-2809

**IV. DESIGNER INFORMATION**
**Name:** STEPHEN B TOWER
**Address:** 1022 DANIEL WEBSTER HWY
N WOODSTOCK NH 03262-2809
**Permit No.:** 01464

**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: ENVIROSEPTIC**
**B. NO. OF BEDROOMS: 3**
**C. APPROVED FLOW: 450 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




Receipt detected

LOT 10-1-2
Brambleberry Approval

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 Brookes Date 4/11/23

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:

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

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**Volunteer Request - ADA Accessibility Committee**

The ADA Accessibility Committee recently lost a member and needs more volunteers. This committee is open to residents and non-residents alike. If you are interested in or concerned about the improvement of access to the shared areas within the WEVD you are encouraged to volunteer.

In recent history this committee's work has resulted in:

- Expanded access to tables and facilities by outdoor pools
- ADA-compliant railings in the Community Center
- Automatic door openers at the Ski Area and Community Center
- Wider paths to and from the tennis courts

Please consider volunteering to assist your community's effort to be the best it can be and meet your neighbors. Thank you for supporting your community.

Those interested in volunteering are asked to contact any of the following people:

- Maureen Patti - maureen@waterville-estates.com
- Allison Smith - a.smith@waterville-estates.com or 603-726-3082
- Ron Beard – r.beard@waterville-estates.com or 603-726-3082

Maureen Patti Motions for September 13, 2023:

1. **Agenda Item # 6, Adoption of minutes –**
   **Proposed Amendments to minutes of August 9, 2023:**

    1. Page 3, line 63 – insert “Campton” in front of ‘mountain.’
    2. Page 3, line 71 – delete ‘The’
    3. Page 4, line 97 – delete ‘despite that’ and insert “prior to the Chair leaving,…” AND insert after ‘to review what’ the following “ADA Accessibility projects have” AND delete ‘has’
    4. Page 4, line 102 – delete ‘left’ and insert “funds”
    5. Page 4, lines 108 & 111 – insert in front of ‘Master Plan’ the word “draft”
    6. Page 4, line 118 – insert “the” after ‘and’ & before ‘contract’
    7. Page 4, line 121 – correct typo “by”
    8. Page 5, line 129 – delete ‘then’
    9. Page 6, line 167 – correct typo “protections” not ‘projections’
    10. Page 6, line 168 – correct to read: “…the District has been getting.”
    11. Page 7, line 195 – replace ‘municipalities’ with “towns”
    12. Page 6, line 243 – correct typo “Patti”
    13. Page 6, line 248 – insert after ‘as well as the’ the following: “GM and”