WEVD COMMISSION PUBLIC HEARINGS RE: (1) WATER ORDINANCE MODIFICATIONS AND (2) REFUND OF CIF MONIES TO WEA & MEETING AGENDA

Wednesday, September 27, 2023, at 4 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. Adoption of Agenda
4. Public Hearing #1 – Refund of CIF Monies (Campton Mountain Ski Trail Lighting) to WEA
5. Public Hearing #2 – WATER ORDINANCE MODIFICATIONS following advisory vote @ Annual Meeting
6. Approval of Minutes
    a. September 13, 2023
7. Treasurer's Report
8. GM's Report
9. CONSENT CALENDAR
    a. Manifests
10. GENERAL CALENDAR ITEMS
    a. Water Connection 11-1-4 Panaway Court
    b. Water Connection 5-9-4 Green Circle
    c. Refund to owners who installed meters
    d. VOLUNTEERS NEEDED – ADA Accessibility Committee
11. Next Meeting: Wednesday, October 10, 2023 @ 6 p.m.
12. Public Comment Period
13. Non-Public Session
14. Adjourn Meeting

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

WEVD Public Hearing Policy

1. The Chair (or other Commissioner in the Chair's absence or to whom the Chair designates the role) will open the hearing by announcing the purpose of the Public Hearing and summarizing these rules by which people may participate.
2. The Chair will ask all persons attending the hearing at the physical location to print their names and addresses on the sign-up sheet.
3. The Chair will ask all persons who are attending remotely online to either send an email to the AGM, Ms. Kinney at wea.judy@waterville-estates.com, or indicate at the appropriate time their desire to speak. The email requests can be made at any time during the hearing. Ms. Kinney will compile a list of names and addresses in the order she received notice from those attending remotely. Then others who are remote will have an opportunity to speak.
4. The Chair will ask all persons who are attending remotely on their telephones to call into the Community Center so Ms. Kinney can compile a list of all those telephonic attendees (names & addresses) who wish to speak. There should be no difficulty leaving the Zoom meeting to place this call and then re-entering the meeting. THE NUMBER TO REACH MS. KINNEY DURING THE RECESS IS 603.726.3082.
5. An explanation of the item(s) under discussion at the Public Hearing will be given by the Commission or its designees (staff, engineers, etc.). The Commissioners may ask questions to clarify or expand upon what staff has presented. If it is a Petitioned Article, the petitioner will have up to 10 minutes to explain the Petitioned Article.
6. The Chair will then open the meeting for public input. Each member of the public will be granted up to five (5) minutes to speak. Members of the public can only speak one time until everyone has had a chance to speak. Commissioners or staff may respond but are not required to respond.
7. The Chair will first recognize those attending the physical location where the meeting is broadcast to speak during the public hearing.
8. After every member of the public who is present has had the opportunity to speak once, the Chair will call a brief recess to obtain the list of those attending remotely by Zoom or phone who have made the request to Ms. Kinney. They will be allowed to speak up to 5 minutes in length.
9. Once all members of the public who wish to address the Commission have had an opportunity to speak once, any member of the public who wishes to speak again will be given an opportunity to speak for up to five (5) minutes.
10. The Chair will then ask the Commissioners and staff if they have any additional comments.
11. The Chair will then close the Public Hearing.
12. The Chair will then consider any motions to be made at this time on the subject matter of the Public Hearing.

Adopted & Effective on February 16, 2022

Excerpt: W&R Committee DRAFT Minutes – June 23, 2023

Item 3: Review and Discussion of Changes to the Current Water Ordinance.

Mr. Patti did a comprehensive review of the ordinance. His review includes grammar and deletions related to meter references. Ms. Smith will share a electronic copy to Mr. Patti to make suggested changes to share with the WEVD Commissioners and the Advisory Committee.

Discussion revolved around the interpretation of the meaning of Article #10 at the Annual meeting. Opinions varied from removal of ordinances references to meters to leaving the ordinance references to meters as it is. Mr. Bujalski argued that the Article only surveyed the question of having the WEVD investigate installation of meters to all residential units in the district. Mr. Monroe felt there was confusion related to the Article #10. He believes it is important to keep meters in the ordinance as it is the fair way to determine water usage in the long run. He recommends that we revisit this question with the owners in the WEVD in the next annual meeting.

After varied discussion the following motion was presented:

A motion was presented by Bennett, seconded by Bujalski to recommend to the WEVD Board of Commissioners to remove from the Waterville Estates Water Ordinance mandatory meter installation requirements and associated mandatory billing references located in section 7, section 10, section 11, section 22, section 27, section 28 and any appropriate appendix references.

Motion carried: Ayes: Bennett, Bujalski, Patti, Nay: Monroe Absent: Panuczak.

Key to looking at Water Ordinance Amendments

- Non-highlighted are proposed amendments to the ordinance based on the committee's recommendation based on the vote from the annual meeting

- Highlighted proposed amendments are those that do not relate to the committee’s recommendation re: water meters and the vote from the annual meeting

The Waterville Estates Village District
COMMUNITY WATER SYSTEM
WATER ORDINANCE

Adopted by the Waterville Estates Village District Commissioners

AUGUST 16, 2021

AMENDED September 27, 2023

PROPOSED

The Waterville Estates Village District Community Water System

Campton and Thornton, New Hampshire

WATER ORDINANCE

Regulating the Use of the Waterville Estates Village District Community Water System

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PROPOSED

1. General Provisions

All rules and regulations contained herein, together with such additions and amendments as may be hereafter adopted, are hereby designated as the "The Waterville Estates Village District ~~COMMUNITY~~ WATER ORDINANCE," herein alternatively referred to as the "Ordinance." This Ordinance is adopted pursuant to the powers granted generally by RSA 52:1 I (d) and 52:3, and pursuant to RSA 38, authorizing the District to regulate a community well drinking water system. These rules and regulations are adopted and supersede all previous water service rules and regulations concerning the Waterville Estates Village District ("WEVD" or "The District") water system.

a. The duly elected WEVD Clerk shall file certified copies of the Ordinance, as well as certified copies of any additions and amendment to this Ordinance as may hereafter be adopted, in the municipal records and provide the same to the District Water Superintendent and any designated enforcement officers.

b. The principal objective of the Water Works, as defined herein, is to provide a potable water supply, permitted by the State of New Hampshire (NH), under efficiently managed conditions.

c. If there is conflict between the terms of this Ordinance and any other applicable regulation, by-law, or ordinance, the stricter shall apply.

d. The Ordinance shall comply with Title VI of the civil rights act of 1964 which prohibits discrimination in a Federally Assisted Program on the basis of Disability, Race, Color or National Origin.

2. The WEVD Commissioners

a. Waterville Estates Village District (WEVD) Commissioners shall be responsible for enacting regulations and policies governing the operation of the WEVD Community Water System. The Commissioners shall make and establish all needful water rates for control and operation of the water system. They shall carry out the duties specifically required of them under state law and the regulations and policies that they enact.

b. The Commissioners shall be comprised of the WEVD Board of Commissioners.

c. The provisions of this Ordinance shall be evaluated at intervals not exceeding five (5) years by the Commissioners to assess their continued applicability and appropriateness; to consider any recommendations proposed for their improvement; and to determine what changes, if any, are advisable due to advances in technical methods or processes of potable water treatment, storage, and transmission from the WEVD Water System.

d. The Commissioners may contract to sell water to such customers outside of the WEVD boundary as they may deem beneficial, providing that there is, at the time such contract is made, water in excess of that necessary for use within the limits of the WEVD, and any such agreement shall not infringe on WEVD's ability to provide water to WEVD's residents.

e. The Commissioners may prescribe emergency rules governing the supply and use of water as it may deem appropriate to accommodate water supply emergencies. Such rules shall be adopted at any duly held meeting of the District.

f. The Commissioners shall adopt rules of procedure and shall comply with the requirements of RSA 91-A, pertaining to New Hampshire's open meeting and public records laws.

3. Definitions and Abbreviations

Unless the context specifically indicates otherwise, the meaning of the terms and abbreviations used in this Ordinance shall be as follows:

PROPOSED

a. “Base Fee” shall mean the debt service, operations and maintenance cost, and included water allocation per Equivalent Residential Unit (ERU) over a specified time period that is assessed to the owner of each unit.

b. “Capital Reserve” shall mean a type of account on a municipality’s balance sheet that is reserved for long-term capital investment projects or any other large and anticipated expense(s) that will be incurred in the future.

c. “Clerk” shall mean the duly elected WEVD clerk.

d. “Cold Weather Construction” shall mean non-emergency construction work on the water system during the period from November 15 to April 15 of each year, especially work on distribution mains or service lines during this period.

e. “Commercial” shall mean any building for use other than for residential purposes.

f. “Commissioners” shall mean the Board of Commissioners of the WEVD duly elected by the WEVD voters or appointed when required.

g. “~~Community~~ Water System” shall mean a Public Water System as defined by the New Hampshire Water Supply Rules.

h. “Connection Fee” shall mean the charge per ERU to connect to the water system.

i. “Corporation Valve” shall mean the water shut off valve attached to the saddle at the water main, to which the water service line to the right-of-way (ROW) is attached.

j. “Cross-Connection” shall mean any direct or indirect pipe connection between the potable water supply and another supply of liquid or gas.

k. “Curb Stop” shall mean the valve on the service line, typically at the edge of the Town highway right-of-way at the User’s property, which provides water service to the User.

l. “Customer” shall mean any person responsible for payment of water service.

m. “VD~~C~~WS” – Shall mean the ~~Community~~ Village District Water System.

n. “Development” shall mean any changes to real property that will result in any additional potable water usage and/or amended State Water or Wastewater Permit that increases the actual or potential potable water usage on the property.

o. “Discontinuance of Water Service” shall mean deliberate interruption of water service by the District to the User for any lawful reason, including, without limitation, for reason of delinquent payment, prevention of excessive water loss, to protect against contamination of the system or for tampering with water system.

p. “Distribution Main” (“Water Main” or “Main”) shall mean the primary supply pipe from which service connections are made, to supply water to the User through service lines.

q. “District” shall mean the Waterville Estates Village District.

r. “Emergency Termination of Water Service” shall mean the execution of an immediate water service shut-off due to:

    i. Water leakage between the curb stop and building;

    ii. Discovery of a direct and unprotected cross-connection;

    iii. Unauthorized or excessive use or distribution of water;

Commented [AS1]: Define excessive

PROPOSED

iv. Violation of special “restrictive use” orders issued by the District; and/or,

v. Any other situation that could contaminate or significantly deplete available water in the system or presents a risk of unreasonable harm, including financial harm, to the Users or the public.

s. “ERU" means Equivalent Residential Unit. The minimum allocation per property will be one ERU. Water customers other than single-family residences shall have their ERUs calculated by dividing the estimated water use listed in the current version of the New Hampshire Water/Wastewater Rules by the current gallons per day as identified Env-Dw 405 and Env-Wq 1000.

t. “Extension of Water Main” shall mean any extension of distribution mains in accordance with the rules, regulations, standards and specifications of the District.

u. ~~“Flushing Hydrant” shall mean any hydrant installed for the purpose of flushing the distribution system.~~

v. “Improved” shall mean any improvement to the property that will result in any additional potable water usage and/or amended State Water or Wastewater Permit that increases the potable water usage on the property.

w. “Institutional Facility” shall mean any individual self-contained facility deemed by the District to be ~~important~~ essential to the general health and well-being of the community. Such facilities may include municipal offices and facilities.

x. “Main Line” shall mean the distribution main ~~conduit running from the distribution main to and including the curb stop at the property line of the User or to the edge of the right-of-way.~~

y. “May” is permissive, indicating a choice. “Shall” is mandatory.

z. “Municipality” means the Waterville Estates Village District.

aa. “Municipal Office” shall mean the place designated by the District to receive applications for service, receive payments of water bills and where public notices and notices of discontinuance of service are generated and posted. The location is currently 562 Winterbrook Rd, Campton, NH 03223.

bb. “Municipal Representative” means a duly authorized member of the District or its designee.

cc. “Non-Residential Properties” shall mean all properties located within the District that utilize water services but are not used primarily for residential purposes and do not contain a residential unit and shall include common properties. Non-Residential Properties shall include Commercial properties.

dd. “Non-Transient Non-~~Community~~ District (NTNDC)” shall mean a Water System as defined by New Hampshire Water Supply Rule (Env-Wq 1500: Appendix C).

ee. “Benneficial Owner” means the person, firm, corporation, trusteeship, or governmental agency that has title to the property that is served by the water system and who is ultimately responsible for payment of all rates, fees and charges.

ff. “Person” shall mean any natural person, corporation, municipality, partnership, non-profit, other unincorporated ~~corporation other~~ legal entity, including the State of New Hampshire and any department, agency or political subdivision thereof.

gg. “Occupants” shall be defined as the total Occupancy of all Residential Units in the District, which shall be determined annually through a review of the water system area.

PROPOSED

hh. “Occupancy” shall refer to the Federal standard (ASHRAE 62.2) for determining the occupancy rating of a home which is the number of bedrooms plus one.

ii. “Property Owner” shall mean any person(s) identified as holding title to real property within the Waterville Estates Village District by recorded deed.

jj. “Reasonable Hours” shall mean Monday through Friday between 8:00 a.m. and 4:00 p.m. except for emergency services.

kk. “Residential Unit” shall mean a livable abode, which includes, at a minimum, a kitchen or kitchenette, bathroom, and bedroom or other room that serves as sleeping quarters.

ll. “ROW” shall mean right-of-way, and the legal right, established by usage or grant, to pass along a specific route through grounds or property belonging to another.

mm. “Saddle” shall mean the mechanism for attaching a smaller service line to a larger water main; a circular device bolted or otherwise attached to the water main through which a hole is drilled in the water main to supply water to the service line.

nn. “Service Line” shall mean the conduit connected on one end to the corporation stop and the other end terminating just inside the User’s building, at the service stop valve and including the connection to the water meter, to provide water service.

oo. “Service Stop Valve” shall mean the valve installed on the service pipe after it enters a building and before the water meter.

pp. “Subdivision” shall mean the division of any land, parcel, or area of land into two or more lots or parcels for the purpose of conveyance, transfer, improvement or sale, which may include but is not limited to appurtenant roads, streets, lanes, alleys and ways, dedicated or intended to be dedicated to public use.

qq. “Special Charges” shall mean all fees, waivers and penalties other than the Water Rates and the New Service Connection Fees.

rr. “Superintendent, Operator, Water Operator” shall mean the designee of the District responsible for management and operation of the community water system and certified by the New Hampshire Water Supply Division (New Hampshire Department of Environmental Services, Drinking Water and Groundwater Bureau).

ss. “Tap” shall mean any connection of a service line or extended main to the distribution main.

tt. “Unconnected Properties” shall mean those properties, which do not receive water service, but are within the boundaries of the District.

uu. “Usage Charge” shall mean the charge for water usage over the water allocation included in the base fee. A portion of the usage charge is intended to contain a capital reserve component.

vv. “User” shall mean any person who receives water from the Community Water System (CWS) through a pipe connection.

ww. “Water Rates” shall mean a scale of rates, developed by the District pursuant to RSA 38:28, for the defraying of the costs of acquisition, construction, payment of the principal and interest on any debt incurred, management, maintenance, operation, and repair of water systems, or construction, enlargement, or improvement of such systems.

xx. “Water Shut-Off Notice” shall mean notice of discontinuance of service.

PROPOSED

yy. "Water Service Area" shall include the boundaries of the WEVD as adopted by the voters. For a map, see the Appendices.

zz. "Water System - Consecutive" shall mean any water distribution system licensed by the State Of New Hampshire not owned by the parent community water system but served by the community water system.

aaa. "Water System - Municipal" shall mean the potable water system owned and operated by the municipality through its District. This system includes all sources, pipes, storage and treatment facilities that convey potable water between the source and the curb stop.

bbb. "Water System - Private" shall mean any water system located on the customer's premises or property not supplied or owned by the municipality and not part of the public water system. The system may be potable or non-potable.

ccc. "WEVD" shall mean the Waterville Estates Village District.

ddd. ABPA - Shall mean the American Backflow Prevention Association

eee. ANSI - Shall mean American National Standards Institute

fff. ASME - Shall mean American Society of Mechanical Engineers

ggg. ASSE – Shall mean American Society of Sanitary Engineering

hhh. ASTM - Shall mean American Society of Testing and Materials

iii. AWWA - Shall mean American Water Works Association

jjj. GPQ - Shall mean Gallons Per Quarter

kkk. IBC – Shall mean the International Building Code version currently adopted by the State of NH

lll. IPC - Shall mean the International Plumbing Code version currently adopted by the State of NH

mmm. NEWWA - Shall mean New England Water Works Association, a section of AWWA

nnn. NFPA – Shall mean National Fire Protection Association

ooo. GSRWA - Shall mean the Granite State Rural Water Association

ppp. Definitions for Calculation When Town Tax Card is Adjusted

i) P: Annual amount paid by customer for water, not including any finance charges

ii) X: Annual rate for water applicable to the number of bedrooms originally billed for

iii) Y: Annual rate for water applicable to the changed number of bedrooms

iv) R: Amount to be refunded to, or still owed by, the customer

v) T_1: Number of months the property was listed with the number of bedrooms originally billed for (in the current year)

vi) T_2: Number of months the property will have a changed number of bedrooms (in the current year)

4. Connection to Community Water System

a. The Water Service Area boundaries of the WEVD Community Water System are shown on the map in the Appendices. A larger and clearer copy of this map may be seen at the District Office.

PROPOSED

b. Any Property Owner that wishes to connect to the WEVD Community Water System may apply, by way of an accurate, complete and proper application, to be connected in accordance with the terms, regulations, and procedures set forth elsewhere in this Ordinance.

c. Connected properties may continue to use existing wells and springs only for non-potable use and only if an inspection by the Superintendent for unpermitted cross-connections has occurred and a currently licensed plumber, who is qualified to do business in New Hampshire, has certified that such cross-connections do not exist.

d. Connections to the water system shall be required for all new construction within the service area of the District where the property's boundary is located within 100 feet of a water main owned by the District and the home's foundation is within 500 feet of said water main.

5. Application for Service

Application for new service shall be made in writing to the District on the approved forms, provided in the Appendices. The owner of the premises who shall be responsible for payment of the connection fee and subsequent water charges shall make such application.

6. Shut-Off and Restoration of Service

Procedures regarding non-payment of Water Rates shall be administered in accordance with RSA 38:22. Except as provided in RSA 38:31, the District may shut off water service for violation of special "restriction of water use" notices, or for continued violation of these regulations. After correction of the cause for water shut-off by the customer and on request by the customer for restoration of service, a turn-on/reconnection fee, plus any other applicable unpaid fees shall be due and payable before service will be restored.

7. Connection Assessment

Per RSA 38:27, a connection fee shall be assessed ("Connection Assessment") and payable to the District, before a new service connection is constructed and only after the ~~Commissioners~~ WEVD Water Department have approved the connection. The Connection Assessment shall include the costs of equipment furnished to the applicant by the District and a capital cost to offset the impact of the new User to the water system. The Connection Assessment shall be based on the new User's just share of the expense of constructing, acquiring, and operating the system. The Connection Assessment amount may be changed by the Commissioners during a public hearing of which all legal notices have been made. ~~Water service shall not be provided until the owner has installed a meter in the building to be served unless authorized by Water Department management. Whenever feasible, a meter shall be provided in accordance with applicable requirements within 15 working days of the District's receipt of a request for a meter installation provided all applicable fees have been paid to the municipality and the service line installation (including open trench inspection) work is deemed satisfactory by an appropriate representative of the District.~~ The amount of the fees shall be established by the District, which is authorized to establish or amend water connection fees from time to time by majority vote of the Commissioners. All applicable fees and inspections must be completed by a representative of the District before the connection will be completed. Inspection and approval of waterline by Superintendent is required prior to backfill. A typical connection layout is provided in the Appendices (see "Domestic Water Service Entrance Detail").

Note: The District and its agents will inspect the quality of the materials and their installation. They are not responsible for monitoring the safety practices of the contractor(s) performing the installation. This is the sole responsibility of the contractors and/or property owners.

~~a. The WEVD Community Water System shall provide:~~

PROPOSED

~~i. The meter~~

~~b.~~a. The property owner shall provide:

i. Excavation of the distribution main and tap. All work done on or around the water line must be done by qualified personnel approved by the District~~, and~~ meeting all AWWA standards, and qualified to do business as set forth in paragraph 4, b, above. All approved contractors must provide a current Commercial Liability Insurance certificate to the District.

ii. A dual check backflow prevention device.

iii. A pressure reducing valve.

iv. Saddle, corporation, valve, and piping to curb stop and curb stop. (See Section 8)

v. Excavation of the waterline into the building.

vi. Labor and materials to install waterline from water main into the building.

vii. Labor and materials for all backfill including sand or stone fill around piping as required.

~~viii. Inspection and approval of waterline by Superintendent is required prior to backfill. Note: The District and its agents will inspect the quality of the materials and their installation. They are not responsible for monitoring the safety practices of the installation contractors. This is solely the responsibility of the contractors and/or Property Owners.~~

~~ix.~~viii. Shut-off service stop valve on the building line. (See Section 11 for specifications)

~~x. A typical connection layout is provided in the Appendices.~~

8. Water Service Installation and Curb Stop Responsibility

Curb stops shall be installed at the property line of the District's right-of-way in which the main water transmission line lies and shall be under the municipality's control and ownership and in accordance with the latest Water Supply rules. The property owner shall be financially responsible for the initial and ongoing "Water Service Installation" costs within the District's right-of-way, including the curb stops, for a period of 1-year after final installation. After 1-year has lapsed from the date of final installation, the District shall be financially responsible for all repairs of the water service between the main line corporation valve and the curb stop, including the curb stop, provided the connection was installed in accordance with the State of New Hampshire water supply rules, it was inspected by the District or its agent, and the service installation warranty has exceeded the 1-year period. Consistent with section 9.b of this Ordinance the property owner shall be financially responsible for the cost of repairing or replacing the service line from the curb stop to the terminus of the service line inside the residence or structure.

a. "Water Service Installation" as used in the section shall be defined to mean all service lines, transmission lines, curb stops, and service stop valve installations required from the main water line corporation valve to the service line terminus inside the residence or structure. "Water Service Installation" specifically includes the initial costs to install curb stops and service stop valves as defined in sections 3.k and 3.mm of this Ordinance.

9. Ownership and Maintenance of Service Lines

Commented [AS2]: This section should "address water mains through private property with easements"

a. The line from the water transmission main to the curb stop shall be owned, operated and maintained by the District. Should repair of District water lines on private property be required, the District's

PROPOSED

agent shall return the ground to its pre-work condition however, the District will not be responsible for restoring plants or other landscaping. Refer to Section 8 for specific information pertaining to new connections.

b. The service lines shall be paid for, installed, operated and maintained by the owner. The cost of repairing or replacing the service line (from the curb stop to the building) shall be the responsibility of the property owner.

c. The minimum service line diameter for a single-family residence shall be 1 inch; all service lines installed, and all fittings shall conform to AWWA Standards, ANR Water Supply Division rules and technical standards, New Hampshire Statutes and the District standards. The District may require a larger than 1 inch I.D. (inside diameter) service line when the demand flow rate will exceed 15 GPM (gallons per minute) or at its discretion. In a new development, the District may permit the developer to install the water main if done in accordance with acceptable standards and under the supervision of the District.

~~d. During the application for connection review process, the District may request service line hydraulic calculations be completed, given a property's location in distance and elevation from the water system. The customer shall be responsible for providing the appropriate calculations and shall hold harmless the District and Commissioners for inadequately sized water services and low pressure.~~

10. Owners Service Line Leaks

In the event a leak is discovered in a service line, water service shall be shut off by a municipal representative and restored after the repair is made. The owner of the service line is responsible for the cost of locating, repairing and/or replacing the service line. Also, if a service line is discovered or known by the District to be constructed of materials not meeting the ~~Community~~ Village District Water System's materials standards, the District may require the owner to replace the entire line with approved pipe materials regardless of whether or not the line has leaked in the past. ~~If the leak occurred prior to the water meter, t~~The District may assess a special charge in accordance with this ordinance for unaccounted for water. The District shall estimate the water use based on line size and duration of the break. The property owner shall be responsible for paying all fees prior to having the water turned back on at the property.

11. Stop Valve

Every water service line shall require a service stop valve (rated at 250 pounds per square inch pressure) located inside the building near the service entrance, easily accessible, protected from freezing, and installed on the inlet side of the water meter as close to the foundation wall as practical. The installation, maintenance, operation, repairs and replacement of this valve is the responsibility of the property owner.

~~There shall not be any connections in an incoming service line that are not metered.~~ All residential water services shall conform to the "Typical Service" as specified in the Appendices (see "Domestic Water Service Entrance Detail"). The District shall have the right to visit properties within the service area that are connected to the water system, and inspect the properties for both signs of cross-connection or unauthorized use (refer to section 20-Access to premises). If either is noted by the Municipal representative, water service to the property shall be terminated until the violation has been remedied and all fines have been paid in full as defined by this Ordinance.

12. Cold Weather Construction

New service or extension of mains shall not be constructed during the period November 15 to April 15 without prior cold weather construction approval of the District. The owner may be assessed an additional

PROPOSED

reasonably related charge as part of the connection fee to cover the additional expense incurred as a result of cold weather construction.

13. Denial or Postponement of New Service

The District may deny or postpone new service due to: cold weather, insufficient water, insufficient pressure, insufficient volume, absence of a deposit for service line construction, absence of connection fee, to prevent contamination through a cross-connection, or when the District determines the service line leaks or does not meet the material standards of the ~~Community~~ Village District Water System.

14. Unauthorized Use of Water

A customer shall not supply water to another party except as the District may permit such extended use in an emergency. A person shall not obtain water from any hydrant or other fixture of the ~~Community~~ Village District Water System without the written approval of the District. Any violation of water use shall be grounds for discontinuance of water service until the matter is resolved to the satisfaction of the District and any and all required fees are paid to the District.

15. Restriction or Prohibition of Certain Water Uses

When necessary to conserve the water supply, the District may establish regulations restricting or prohibiting the use of hoses, sprinklers and any other non-essential water use or water-using device for all customers in accordance with RSA 41:11-d. Prior to implementation, notice of the restriction regulations shall be posted in at least two places in the municipality where the public generally congregates or visits. Posting shall be made at least three calendar days before the restrictions are implemented, not including the day notice is posted. Notice shall also be posted in at least one newspaper of general circulation for the area. Unless an emergency order is required, a public hearing shall be held to adopt any restrictions or prohibitions. Violation of a municipal notice, directive, regulation, or order to conserve water by a customer after two written reminders by registered mail and electronic mail, when possible, by a District representative shall be grounds for immediate discontinuance of service. A hearing, if requested by the affected customer, shall then be held within five days by the Commissioners to determine if the water will continue to be shut off or water service will be restored. If the Commissioners determine the shut-off was due to a violation of municipal notice to conserve, all applicable shut-off and reconnection fees shall apply. If it is determined that no violation occurred, then no shut-off or reconnection fees will apply or be imposed on the consumer and reconnection shall take place as soon as possible.

Commented [AS3]: Review and revise this section to include "information road signs"

16. Maintenance of Plumbing

To prevent leaks and damage, all customers shall maintain, at their own expense, the plumbing and fixtures within their own premises in good repair and provide protection from freezing. The cost of replacement or repair of a meter, backflow preventer, and/or pressure reducing valve damaged by freezing, or otherwise damaged by customers, occupants or others shall be paid by the customer by the due date on the bill submitted by the District. Water conserving devices meeting all applicable State and Federal standards should be used whenever fixtures and faucets are replaced.

17. Cross-Connections, Protected

A connection capable of permitting backflow from any other source of water to the public water system is prohibited. Such connections include, but are not limited to any plumbing fixture, device or appliance or from any waste outlet or pipe having direct connection to waste drains or an existing onsite potable water source. If the owner of the building involving such a connection fails or refuses to eliminate or properly protect the cross-connection within a time period established by the District, water service shall be

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discontinued with all disconnection and reconnection fees applicable once the situation is remedied. A cross-connection shall not be created without the approval of the District. If permitted, it shall be protected against backflow and/or back-siphonage in accordance with accepted cross-connection control methods established by the New Hampshire Department of Health. All new commercial and/or non-residential unit connections shall include an appropriate backflow prevention device installed between the meter (if applicable) and the interior household plumbing. A dual check valve manufactured as per A.S.M.E. specification Number 1024 shall be installed at all domestic and small commercial services (under 15 GPM flow). Other backflow devices shall be installed at industrial, commercial, institutional or other services greater than 15 GPM flow as required by the District and as recommended by the New Hampshire Department of Health.

18. Fluctuation of Pressures by Customers' Apparatus

Customers shall not install water pumps or high-rate water consumption devices that will adversely affect the water system's pressure or operating conditions or use water so as to unduly interfere with the service of another customer. Where a customer has or proposes to install apparatus that requires water in sudden and/or large quantities, that will reduce the operating pressure in the main or service line substantially, or cause damage or inconvenience to other customers or damage to the water system, the District shall require the customer to install devices that will confine such fluctuation of demand and pressure to within reasonable limits determined by the District. If the customer, after receiving written notice from the District, fails to offer an acceptable remedial plan within a time limit set by the District, a hearing shall be held within five days by the Commissioners to determine whether or not service will continue. If waiting five days for a hearing to be scheduled will, in the opinion of the Commissioners, pose a public health threat to other customers, then water service shall immediately be terminated until it is established at a hearing what action, if any, will be taken. Such action may include continued termination of service or restoration of service on receipt of disconnection and reconnection fees plus assurance of the installation of proper backflow preventer or other devices to maintain pressure changes within an acceptable range.

19. Safeguarding Water-Using Devices

a. All customers having hot water tanks or secondary systems supplied by automatic make-up valves shall install and maintain in operating condition appropriate backflow and temperature/pressure relief valves to prevent damage to the water device or secondary system or their appurtenances should it become necessary for the District to shut off the water main or water service line and to protect against loss of pressure for any other reason. Water service supplied to any customer not providing such protective devices will be done at the customer's risk.

b. A backflow device meeting Standard ASSE 1012 is required if a dual check valve meeting Standard ASSE 1024 does not exist on the boiler. The District shall not assume liability, and specifically disclaims any liability whatsoever, for damage resulting from backflow/pressure where the protective devices required by this section are absent or fail.

20. Access to Premises

Water system employees and/or contractual agents of the District, with suitable credentials and identification, and upon 24-hour notice to the building owner(s) and resident(s) (except in the case of an emergency), shall have access to all premises served water during reasonable hours, for the purposes of inspecting plumbing and fixtures, identification of cross-connections, to set, remove, or read meters, to ascertain the amount of water used and the manner of use, for measurement, sampling or testing purposes, or to enforce these regulations. In the case of an emergency, 24-hour notice is not required but reasonable effort shall be made to notify the owner/resident. If a customer or building occupant prohibits access to the premises, the customer or occupant must arrange for alternative access to occur within 24 hours, otherwise

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the District may direct that water service be disconnected upon 48 hours of written notice, with reconnection subject to all applicable fees. Reconnection shall not be made until an authorized municipal representative has been permitted to inspect the premises and finds no valid reason to continue the disconnection of service.

21. Water Rates, Special Charges, and Connections Fees

From time to time and at a minimum of every 5 years, the District shall establish Water Rates, special charges, and connection fees in order to provide for the efficient operation and financial stability of the water system. When, in the opinion of the Commissioners, existing rates, charges or fees must be revised, the District will notify ratepayers of its intent by way of a Notice published in a newspaper of local interest. Following such Notice, the District shall hold a public hearing to discuss the proposed revisions and to receive comments from ratepayers. After taking all comments into consideration, the District shall establish rates, charges and fees and will cause Notice of same to be published in a news paper of local interest and posted at 3 places within the water system service area.

22. Water Rates and Responsibility of Property Owners

a. Pursuant to RSA 38:28, the District shall establish a scale of rates ("Water Rates") for the defraying of the costs of acquisition, construction, payment of the interest and principal on any debt incurred, management, maintenance, operation, and repair of water systems, or construction, enlargement, or improvement of such systems.

b. The property owner served by or having availability to the water system is responsible for payment of all charges for water service rendered to the property. The customer is obligated to pay at least the minimum base fee regardless of whether the property has been developed, the residence or business is occupied, or if the service has been temporarily suspended as a result of unpaid billing or is unoccupied due to the seasonality of the property. The minimum allocation per property will be one ERU. ~~Any additional fees established on meter readings above the allotted quantity of water shall also be charged to the owner and are due and payable on presentation of a bill. If property is to be sold or transferred, the superintendent must receive a written request for a final meter reading for prorated bills at least two weeks in advance of the sale or transfer.~~ The Water Rates, charges and fees shall be established by the District, which is authorized by RSA 38:27 and 38:28 to establish or amend said rates, charges and fees from time to time by resolution. Water service charges constitute a lien against the property served by the district system, collectible in the same manner as are property taxes.

c. ~~As water meters are being installed the District will develop a metered water rate. Until that time, t~~The Water Rate shall contain two elements: the "Availability Charge" paid by all properties within the District service area who have a water main within 100 feet of its boundary line (with the exception of those properties who have a private water well at the time of adoption of this ordinance) and the "Usage Charge" paid by all residences connected to the water system based on a property's "occupancy" defined as the number of bedrooms plus one. The total number of Occupants shall be determined annually consistent with Section 3 hh. All water bills shall be itemized to show the "Availability Charge" and "Usage Charge" separately.

The District shall establish a water system operating budget annually and determine an appropriate amount of capital funds required for repairs to and construction of the water system. The sum of these two figures plus a percentage (minimum 3%) for non-payment shall constitute the Basis for the Water Rate (Basis).

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Twenty-Five percent (25%) of the Basis shall be divided by the number of properties, including undeveloped lots within the District that have a water main within 100 feet of their boundary which will constitute the Availability Charge.

The other Seventy-Five percent (75%) of the Basis shall be divided by the total number of "occupants" to establish the Usage Charge. Residences which are connected to the water system shall be charged the Usage Charge multiplied by its occupancy.

23. Water Fund

Pursuant to RSA 38:29, funds received from the collection of Water Rates, Special Charges and Connection Fees shall be kept in a separate and distinct fund known as the "Water Fund."

24. Billing Procedures

Commented [AS4]: revise for current scheduled of Water Bills and add note "Water Bills rates shall be based on the following rate until the property house has a meter. The meter rate determined after one year by the Water Department."

Bills will be issued to the property owner periodically on a schedule set by the District, no more often than monthly or less often than annually, the amount of which will be in accordance with established rates. Said bills are due at the date provided and will be considered in arrears if unpaid within 30 days of the date appearing on the invoice. Interest will be charged to all bills in arrears at the rate of 12% per annum or the maximum rate allowed under state law, whichever is less. Bills in arrears shall be due and payable in accordance with procedures set forth in RSA 38.22. The WEVD General Manager or their designee shall send out water bills, receive payment for water charges, issue notices for disconnection of water, and otherwise assist the WEVD in the operation of the water department.

In accordance with RSA 80:52-c and RSA 21:48, the treasurer, other appropriate municipal official, and/or his/her designee is authorized to accept payment of bills, by use of a credit card, debit card, or such other means of electronic transaction as approved by the governing body. Every bill issued to the property owner will provide notice of a service charge should the property owner use a credit card, debit card, or such other means of electronic transaction to make payment as approved by the District. Should the property owner elect to pay the bill with a credit card, debit card or electronic payment which results in a service charge to the District, said charge shall be incurred by the property owner.

Any changes in a tax card brought to the attention of WEVD Water Department staff whether by the owner of the property, a staff member of the town in which the property resides, or through research of their own will first be verified with staff from the town in which the property is located. Adjustment calculations will be based upon the 1st of the month following the date of modification to the tax card by the town. Only those bills issued for the year of the change and future bills will be eligible for adjustment. This formula covers both increases and decreases in bedroom count.

All calculations will be made using the following formula:

$$P - \left[\left(T_1\left(\frac{X}{12}\right)\right) + \left(T_2\left(\frac{Y}{12}\right)\right)\right] = R$$

DEFINITIONS:

P: Annual amount paid by customer for water, not including any finance charges
X: Annual rate for water applicable to the number of bedrooms originally billed for
Y: Annual rate for water applicable to the changed number of bedrooms
R: Amount to be refunded to, or still owed by, the customer

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T_1: Number of months the property was listed with the number of bedrooms originally billed for (in the current year)
T_2: Number of months the property will have a changed number of bedrooms (in the current year)

EXAMPLE:

Jane Doe's property went from a 3-bedroom home to a 2-bedroom home on the town's spring tax bill. Jane Doe paid a total of $1,063.50 (P). The annual rate for a 3-bedroom home is $1,063.50 (X) and for a 2-bedroom home it is $841.31 (Y). Because spring tax pick-up is in May, the 1st of the following month is June. Thus, January – May is 5 months (T1) and June – December is 7 months (T2).

Step 1: $\$1{,}063.50 - \left[\left(5\left(\frac{\$1{,}063.50}{12}\right)\right) + \left(7\left(\frac{\$841.31}{12}\right)\right)\right] = R$

Step 2: $\$1{,}063.50 - [\$443.13 + \$490.76] = R$

Step 3: $\$1{,}063.50 - \$933.89 = \$129.61 = R$

This answer means that the owner will be credited $129.61 after the adjustment. Had R come out to be negative, this owner would have owed an additional $129.61.

25. Disconnection of Service

Bills for water service are due and payable when received as indicated on the statement and shall be considered delinquent when unpaid 30 days following the due date. Water service may be discontinued: 1) by reason of nonpayment of water bills; 2) to eliminate a health hazard; 3) for violation of any special order restricting water use; 4) or for fraudulent use of water. If the customer requests a hearing, one shall be held by the Commissioners within five work days of the request to determine if water service will continue to be denied or, if to be restored, then under what conditions. Service, once discontinued, shall not be restored until the reason for discontinuance of service has been eliminated. Before service is discontinued for delinquency of payment, the Commissioners shall follow the procedure set forth in NH RSA 38. Notice for payment request and shut-off will be mailed at least 14 days in advance of the shut-off date. Shut-off on account of delinquency of payment will not be made on a day immediately preceding a Saturday, a Sunday, or a state or federal holiday. When the District dispatches an agent to affect a shut-off caused by delinquency of payment and, upon arrival, payment is made to the agent for all charges due including the collection fee as permitted under State law, service will be permitted to continue. If a violation of the rules or an emergency incident results in a shut-off, a reconnection charge as indicated on the rate schedule will be assessed for resumption of service in addition to the disconnection charge if the problem is determined to be the responsibility of the customer except as provided in State law.

26. Interrupted or Unsatisfactory Service

If, by reason of shortage of supply or for the purpose of making repairs, extensions, or connections, ~~placing or replacing meters~~, or for any reason beyond the control of the District, it becomes necessary to shut water off in a main or service line, the municipality will not be responsible for any damages caused by such shut-off, and no adjustment of rates will be allowed unless the loss of water is in effect for a continuous period in excess of 10 days, in which case a prorated adjustment of the minimum base fee will be made on the next billing. Notice of water shut-off will be issued when feasible, but nothing in this rule shall be construed

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as requiring the giving of such notice. The District will not be responsible for meeting unusually high water quality standards for specialized industrial processes for its customers nor will it be held responsible for interrupted service or poor water quality caused by the legitimate use of fire hydrants.

27. Meters and Related Apparatus

a. General: ~~All water will be sold on the basis of a base and metered measurements.~~ The customer will receive ~~water through~~ a meter upon written application to the municipality and after payment of all required fees. The size of the meter will, in all cases, be determined by the District and these rules.

b. Meter Setting: Unless otherwise required by the District, all meters shall be installed at the foundation wall (or the mechanical room in the case of a slab on grade building, condominium unit or mobile home) where the building service line enters the building, and the customer shall provide and maintain a warm and accessible place for it, or in a meter pit. The piping arrangement for meter installations shall be in accordance with the requirements of the District, and shall conform to all Local, State and Federal Plumbing Codes.

   A District representative must inspect and approve the water meter installation before water is permitted to flow through it.

c. Repairs and Replacements: For standard house meters, maintenance, repairs and replacements necessitated by ordinary wear will be provided by the District. The cost of meter repairs and/or replacement necessitated by freezing, hot water, or other causes under the control of the customer will be charged to the property owner. The costs of maintenance, repairs and replacements of meters larger than the standard house meters shall be the responsibility of the property owner.

d. Testing: The District shall arrange for suitable means of testing its meters. All tests will be at the sole expense of the customer unless initiated by the District. The first step in this process is to collect the information contained within the water meter. Each meter has the ability to retain hourly metered data. From this, the Operator can determine if the meter is working properly and there is high water use, or if there is a leak on the premises. The customer requesting a meter test shall make a deposit in an amount established under "Water Rates, Special Charges and Connection Fees" to cover the cost of the operator making a visit to the property and reviewing the information. The next step would be to physically remove and test the water meter. The customer requesting this type of meter test shall make a deposit in an amount established under "Water Rates, Special Charges, and Connection Fees" to cover the cost of removal, testing and re- installation. If a meter tested at the request of a customer shows the meter does not conform to flow criteria established by AWWA standards, the deposit(s) made by the customer shall be refunded and a new meter installed at no cost to the customer. If the meter conforms to the standards of these rules, the District will retain the customer's deposit and the meter may be continued in use at the same location. The District reserves the right to remove and test any and all meters.

e. Multiple Meters: Water shall not be double metered. Each newly constructed residential unit of a townhouse, condominium or multifamily building shall be individually metered.

28. ~~Water Use Adjustments~~

~~a. Meter Malfunction or Removal: If a meter is removed from service at the request of the customer, the customer will continue to pay the base rate plus the O&M fee and the District will make an estimate of the water consumption in excess of the base rate during the period of removal, said estimate to be based on the average consumption for similar periods for the customer, and the water charges will be computed accordingly.~~

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b. ~~Adjustment: When a meter is tested and found to be over-reading in excess of 2%, an appropriate percentage adjustment shall be made to the metered consumption record of the past billing period and the portion to date of the current billing period.~~

29. Fire Hydrants

Commented [AS5]: Delete entire section

Not a service currently authorized or offered by the District. The water system as currently constructed shall be a means of providing safe, reliable drinking water to the residents of the District, and does not meet the requirements of the State of New Hampshire Water Supply rule for Fire Protection.

30. Flushing Hydrants

Commented [AS6]: Delete entire section

Flushing hydrants, whether on public or private property, may not be used for any other purpose than the normal flushing operations done by the Operator or such purposes agreed to in writing by the District or by order or direction of the Campton-Thornton Fire Department Chief. In no case shall flushing hydrants be opened by any person other than an agent of the municipality or a duly authorized representative of the fire department. Hydrants shall not be used for irrigation, filling of swimming pools, dust control, water games or any other ~~non-legitimate~~ use not related to fire prevention or supression. A violation of this provision may be prosecuted as a criminal violation.

31. Tampering with the Community Water Supply System

Tampering with Community Water System property is not permitted. Any valve, pump, pump house, flushing hydrant, curb stop, water main, municipal service line, meter, tank reservoir or any other appurtenant part of the water system, which is deemed the property of the District, shall not be adjusted, operated or tampered with by any person except those authorized by the District. If a customer or owner is known to have tampered with any Community Water System property or its works, such action shall be grounds for discontinuance of water service, and any cost due to such tampering will be charged to said customer or person. Water service shall remain off and not accessible to the customer until all water system property is returned to the previous state of repair at the expense of the customer. A violation of this provision may be prosecuted as a criminal violation.

32. Water Main Extension, Plan Approval, Construction

Any person desirous of constructing an extension to the water system or other modification shall apply to the District. Upon preliminary approval of the application by the Commissioners, the applicant shall have final plans and specifications developed by a professional engineer having demonstrated proficiency in water system design and who is registered to practice civil or sanitary engineering in New Hampshire. Said plans and a letter describing the proposed project shall be submitted to the municipal office at least 45 days prior to the intended date of construction. Construction shall not commence until approval of the plans has been issued by: 1) the state department having authority to approve such projects, and 2) the District. All work performed by non-municipal agents, such as developers or contractors, shall remain uncovered until an authorized District representative has inspected the work and indicates general satisfaction with it as provided in paragraph 3x. When water mains are to be constructed, the developer shall engage a professional engineer approved by the District to observe the construction and observe that the work proceeds in accordance with the approved plans. The engineer shall certify to the District the completeness, suitability, and adherence to the approved plans and shall include submission of record drawings to the District within 60 days of work acceptance by the District. If the District believes that the water main extension is not being constructed in accordance with the approved plans, the District may engage a professional engineer to review the work and provide a report to the Commissioners regarding compliance with the plans. The cost of the engineer obtained by the District shall be the responsibility of the applicant if significant discrepancies are noted between the District's approved plans and the constructed water main

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extension unacceptable to the District. Any discrepancies noted shall be corrected by the applicant under the observation of the professional engineer engaged by the District at the expense of the applicant for both engineering observation and construction correction. Upon the completion of the constructed water mains, final inspections and approvals and after a two-year warranty period the District shall take ownership of the constructed water mains in the ROW and require permanent easements for access to the water main if constructed on private land. The cost of said extension shall be the responsibility of the applicant.

33. Materials

All materials used in the construction, repair, or alteration of any part of the water system must meet existing state and industry standards. If the District finds that any materials used do not meet such standards, it may require that the substandard materials be removed and replaced with materials that meet existing standards at the cost of the applicant. All materials must be compliant with local, state, and federal laws.

34. Protection from Damage

No person shall maliciously, willfully or negligently contaminate, break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment, which is part of the Water System. A violation of this provision may be prosecuted as a criminal violation.

35. Enforcement and Penalties

a. Any violation of this Ordinance, except as otherwise specifically set forth herein, may be pursued as a civil violation utilizing the civil enforcement procedures set forth in NH law. Each day a violation continues shall be considered a new violation. Amounts for waivers and penalties are listed in the appendix. (See "Schedule of waivers and penalties")

   Offenses shall be counted on a calendar year basis.

b. Any violation of the sections of this Ordinance set forth below may be referred to the appropriate state or county law enforcement agency for criminal prosecution or civil liability.~~pursued as a criminal violation~~ Any law enforcement officer may issue a criminal citation for any and all violations of the provisions of the applicable RSA. ~~this Ordinance referenced above.~~

c. In addition to the enforcement authority set forth above, the District shall have the right to institute any civil action which it deems appropriate to obtain injunctive or monetary relief, or both. The civil action may result in additional financial penalties.

d. The District shall, when its discretion time allows, provide any person found to be violating any provision of this Ordinance with written notice stating the nature of the violation and providing a reasonable time period for the satisfactory correction thereof. The offender shall, within the period of time stated in the notice, correct the violation.

e. Any Issuing Officer or Municipal Official designated by the District may issue a municipal complaint ticket for violation of the provisions of this Ordinance.

36. Severability

If any part of these rules and regulations are found to be unenforceable by a court law, such findings shall not affect the remaining parts, which shall remain in full force and effect.

37. Appendices

Appendices are not part of the Ordinance. They are subject to the regulatory and policy-making authority of the District and may be revised from time to time to meet the changing needs of the water system.

PROPOSED

38. Publication and Effective Date

a. No section of this Ordinance shall be construed to supersede or replace any New Hampshire Statute or any statute of the United States or any administrative agency.

b. The Ordinance shall be entered in Commissioners' meeting minutes. The Notice of Ordinance Adoption shall be posted in at least three (3) conspicuous places within the District and published by title in accordance with state law in a newspaper circulating in the District on a day not more than fourteen (14) days following the date when the Ordinance is so adopted.

c. This Ordinance shall become effective sixty (60) days after the date of its adoption by the Commissioners.

d. Questions about the Ordinance may be directed to the District, 562 Winterbrook Road, Campton, New Hampshire 03223, or by calling telephone number 603-726-3082.

Adopted on August 16, 2021, amended on January 25, 2023, and signed on this 8th day of February in the year 2023 by the WEVD Commissioners.

_____	_____	_____
Commission – Chair	Commissioner	Commissioner

Important Dates Section

Published Date: August 6, 2021

Public Hearing Date: August 16, 2021

Effective Date: October 16, 2021

Amendment Dates: January 15, 2023; October 26, 2022; May 18, 2022; March 8, 2023; September 27, 2023

PROPOSED

Alternate amendment to section 22c

c. ~~As water meters are being installed the District will develop a metered water rate. Until that time, the Water Rate shall contain two elements: the "Availability Charge" paid by all properties within the District service area who have a water main within 100 feet of its boundary line (with the exception of those properties who have a private water well at the time of adoption of this ordinance) and the "Usage Charge" paid by all residences connected to the water system based on a property's "occupancy" defined as the number of bedrooms plus one. The total number of Occupants shall be determined annually consistent with Section 3 hh.~~ THIS SUB-SECTION IS INTENTIONALLY LEFT BLANK.

Alternate amendment to section 27

27. Meters and Related Apparatus

a. General: All water will be sold on the basis of a base ~~and metered measurements~~ SET FORTH ABOVE IN PARAGRAPH 24. ~~The customer will receive water through a meter upon written application to the municipality and after payment of all required fees. The size of the meter will, in all cases, be determined by the District and these rules.~~

b. ~~Meter Setting: Unless otherwise required by the District, all meters shall be installed at the foundation wall (or the mechanical room in the case of a slab on grade building, condominium unit or mobile home) where the building service line enters the building, and the customer shall provide and maintain a warm and accessible place for it, or in a meter pit. The piping arrangement for meter installations shall be in accordance with the requirements of the District, and shall conform to all Local, State and Federal Plumbing Codes.~~ THIS SUBSECTION IS INTENTIONALLY LEFT BLANK.

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WEVD 2023 Meeting Draft Minutes
September 13, 2023 – 6:00 PM

Attendees: Commissioners Maureen Patti and David Spinney. General Manager Ron Beard and Water Department Administrator Allison Smith. Members of the public: Stan Bujalski

Members excused:

Attendees via Zoom: Mark Canfield, Barry's iPad, Scot Sallaway, Carol Ogilvie, James Cahill, Jaime Oldmixon, Elizabeth Ellinwood, James Reynolds, iPad, Nancy Seward.

Call to order: Commission Patti noted called the meeting to order at 6:00 PM.

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

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

Adoption of Agenda.
There were no changes to the agenda.

WEVD Planning Board DRAFT MASTER PLAN presentation, review
Ms. Patti asked Mr. Panuczak to provide a brief introduction. Mr. Panuczak spoke about the process of drafting the Master Plan and said that the Planning Board is in at the stage of sharing the draft with the Commission, the WEA Board and both towns of Campton and Thornton in preparation for the public hearing to discuss it. Mr. Panuczak also noted that there was a lot of chatter on social media about the Master Plan and stated that he would like to address it with some facts. He then listed all the stages of the Master Plan drafting and adoption process as they apply to the District and asked that his statement be included into the record. Ms. Patti clarified that the Planning Board had been created in 2020 as opposed to 2019 as noted by Mr. Panuczak and he agreed to amend his statement accordingly.
Mark Canfield, via Zoom, a current member of the Planning Board and its former chair spoke about the statutes authorizing creation of Master Plans and its goals which are not only to guide future development of the community but also its budgetary planning. Mr. Canfield noted that a survey was sent out to the community as part of Master Plan development process and some of the priorities that were identified by the survey was the delivery of reliable essential services, the facilities operated by the District, and the recreational opportunities. Mr. Canfield spoke about the creation of the Planning Board which is a prerequisite for drafting a Master Plan. He said that the Master Plan is not a legal

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document but it could lead to creating regulations designed to achieve community's objectives. Mr. Canfield also spoke about the uniqueness of the District's governing framework with the Commission and the WEA Board taking different roles in governing the delivery of essential and recreation services and taking care of the community owned assets and said that the Master Plan defines these assets and the roles both governing bodies play in managing them. He also said that the Planning Board and the Master Plan will play a big role in identifying the community's needs, understand its priorities, develop action plans, and direct them to the appropriate governing body. Mr. Canfield spoke about strategies identified in the draft Master Plan are the control and enforcement measures for controlling the natural environment; formalizing facilities' maintenance and capital improvement goals and plans; recreation delivery enhancements; and updating and enforcement of community regulation guidance to make sure quality construction of new homes occurs in the future.

Mr. Canfield said that this Master Plan is a draft and there is a chance to change it if the community feels that changes are needed. Then he went over the structure of the document outlining each chapter and its contents. He said that the Planning Board will be holding a public hearing for the community to be able to provide input and their ideas on this draft.

Ms. Patti thanked Mr. Canfield and the Planning Board members along with all volunteers and consultants who participated in drafting this document. Mr. Canfield noted that Carol Ogilvie was the consultant who worked with the Planning Board during this process and thanked her as well. Ms. Patti seconded his sentiment. She also asked Mr. Canfield if indeed the survey return rate was about 50 percent, which she said was phenomenal, and he confirmed. Ms. Patti noted that there were a few small typographical/grammatical errors that she found in the document and that she will send those to Mr. Canfield in an email.

Ms. Patti then spoke about the statutory authority New Hampshire municipalities have to establish a Planning Board and to develop a Master Plan. She noted that in the preamble of the draft Master Plan it is said that it is a prerequisite for establishing a zoning ordinance, but later on page 16 of the draft it gets a bit confusing, where it talks about the uniqueness of the Water Village Estates District with regards to zoning as there is already zoning authority that exists from the underlying municipalities and the Homeowners Association bylaws and revised restrictions, easements, and covenants. She continued to say that later on page 19 of the draft it also says 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.

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Ms. Patti said that as a landowner in the Estates she is more interested in the Master Plan's authority to allow the District to establish a Capital Improvements Plan and provide for better financial planning in the future and a possibility to stabilize the tax rates. She reiterated that there is not much bandwidth when it comes to land use or zoning authority given the uniqueness of the District and regulations that are already in place for that. Ms. Patti added that the public has a chance to comment on the draft either at the end of the meeting tonight, or by contacting the Planning Board directly, and, of course, participating in the public hearing for discussing the draft Master Plan when it has been scheduled.
Mr. Canfield thanked Ms. Patti for pointing this out and said that he agrees that this contradiction in the Master Plan needs to be addressed and clarified.
Mr. Spinney seconded Ms. Patti's sentiment for the possibility of creating the Capital Improvements Plan which will be very helpful in financial planning and stabilizing the tax rate. He also thanked all those involved in the process of drafting the Master Plan for their extraordinary work.
Ms. Patti also reminded everyone how difficult it was to establish the roles and responsibilities for both governing bodies for the District and said how appreciative she is for having it clearly laid out in the draft of the Master Plan.
Carol Ogilvie, who is the Planning Consultant, via Zoom, spoke about the experience of working with the WEVD Planning Board and the uniqueness of it, and how she felt it was a good learning experience for her. She noted the unprecedented survey response rate of 50 percent and how it was also a tedious and lengthy process to produce it. Ms. Ogilvie thanked everybody she worked with during the drafting process. She noted that it is not over yet, and that there will be a public hearing and more changes made to the draft as a result. She concluded that overall, she thought that the Planning Board ended up with a useful document that will serve it for many years to come.

Ms. Patti noted that Mr. Cahill was already present at the meeting and asked if Item 11 could be taken out of order. There was consensus that it could.

Mailbox update, Paving walkway

James Cahill, from the WEA Board, via Zoom provided an update on the mailboxes and the pavement of the walkway. He said that they mailboxes have been ordered and shipping should take four to six weeks. He noted that in the meantime it will be communicated to the people who have existing mailboxes that they would need to pick up their mail at the post office for the time being. Mr. Cahill said that he will provide a written description of what is going to happen so people know what to expect. After that, he said, they will be offering all the existing Waterville Estates full time residents the remaining mailboxes, and after that the remaining mailboxes will be available to the existing non-resident homeowners in the Estates. Everything will be done on a first come first served basis. Phase

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two will allow for those who did not get a mailbox to get one then. Mr. Cahill said that part of Phase two will also be repaving the walkway so that the post office driver could turn around in the space. Mr. Beard said that it should be done next weekend and that WEA had agreed to pay the vendor directory for that portion. Ms. Patti noted that after that portion of the walkway is done, the Commission will hold a public hearing to accept the amount paid for the improvements to the District property. Mr. Panuczak added that the value of the mailboxes and the driveway will also have to be accepted via a public hearing.

Approval of Minutes

a. August 9, 2023

Ms. Patti made a motion to amend the 08/09/2023 meeting minutes according to the list of 13 changes she prepared and that were in the meeting handout. Mr. Panuczak 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 08/09/2023 meeting minutes as official meeting minutes. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Treasurer's Report

Ms. Patti noted that there was no report but Mr. Beard had some information. Mr. Beard said that in the sweep accounts with Bank of New Hampshire there is $274,626.27. He noted that $262,000 of that is the bond money that was deposited for the Pegwood Road. He added that in the Manifest it shows that the Water Department still has in Northway Band the amount of $393.388.20. For the General Fund in the Bank of New Hampshire there is $806,700.22 and in Northway currently, as is shown in the Manifest, there is $242,447.45. Adding both amounts together, the District is holding $1,049,180.67. Accounts at the Bank in New Hampshire already collected $2,287.00 dollars in interest since July.

GENERAL CALENDAR ITEMS

GM's Report

Mr. Beard spoke about the following:

1. Nicolas Cutting, Sergeant with Liquor Enforcement met with Mr. Beard to tour the Community Center for the purpose of making sure that the District is in compliance. He was very pleased to not find any violations. Mr. Beard thanked Sam and her staff.

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2. Mr. Baert, Lakes Region Water and Mr. Beard spend four days last week digging to locate the curb stops for the two homes that have very low water pressure. To date they have not been able to locate the valves but did get permission from the State to run temporary service until they locate the valves. Mr. Beard noted how difficult Mr. Baert's job is indeed.

There was a brief discussion about available maps from the Town of Campton which the property owner was able to locate that may be helpful in finding where the water line is. There was also a discussion about how to map the existing water infrastructure better going forward.

3. The lift power platforms are being installed this week for the ski lift.
4. Comparing the Ski Lodge electric costs this year versus last year, the District saved an average of $875.00 per month this summer. This was accomplished by turning all of the refrigeration off for the summer.
5. Mr. Beard just hired a new Water and Roads Department employee to work with Mr. Baert. Lauren Bennett will begin his career with the District on September 18th.
6. Mr. Beard also hired a new front desk supervisor. Julie Smart has managed a retail store in North Woodstock for the past 15 years. Julie is looking forward to reinvigorating the front desk, bar, and retail operations.

Mr. Beard mentioned that he is still looking for the building maintenance employee.

CONSENT CALENDAR

Manifests

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

GENERAL CALENDAR ITEMS

a. Water Connections

i. Meyer Drive

Ms. Patti made a motion to approve the water hookup permit for the property on Meyer Drive owned by David Sanborn. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

ii. Tobey Road

Ms. Patti made a motion to approve the water hookup permit for the property on Tobey Drive owned by David Sanborn. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

iii. Brambleberry Lane

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Ms. Patti made a motion to approve the water hookup permit for the property on Brambleberry Drive owned by David Sanborn. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Outdoor pools – heating & closing

Mr. Beard said that given the weather conditions, he would like to stop heating the family pool and only keep the adult area open while monitoring how much propane is used for that. He said that if the weather becomes better, there may be an opportunity to reopen. He also noted that last year heat was turned off around September 28th. Ms. Patti referred to the Recreation Management Agreement (RMA) which states that the facilities are to be open until Columbus day and noted that the WEA Board had requested they be open until the end of September. She said that it would be good to have that stated somewhere on paper that there is agreement to go until the end of September. She also added that RMA does not specify whether the pools are to be heated or not. After a brief discussion on how to proceed, Mr. Spinney suggested that all pools remain heated until the end of September and then there should be approval from the WEA Board to close them down then. There was general consensus that this was the way to proceed and to have the conversation with the WEA Board about clarification of what they would like to do.

Nancy Seward, via Zoom, said that the latest discussion of the WEA Board indicated that they would like to stop heating the pools (not the hot tubs) at this point and keep the unheated pools open through to Columbus Day.

Members agreed to follow up with the WEA Board and once consensus has been reached move forward.

VOLUNTEERS NEEDED – ADA Accessibility Committee

Ms. Patti noted that the notice is in the packet and will be posted on the website.

Newspaper Notice for Public Hearings

Ms. Patti noted that posting the notice in the newspaper is required by New Hampshire law but only once. The District has already advertised the public hearing on September 27th once and she just wanted to ask the Commissioners whether doing it the second time would make sense. It will be just a courtesy but it will still cost money. After a brief discussion, members decided that posting it once will suffice.

Then there was another discussion about the timeframe for such postings and whether it would make sense to do them earlier. Consensus was the earlier the better.

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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

Ms. Patti explained what the purposes of the public hearings are.

Public Comment Period

- Stan Bujalski spoke about the Master Plan development process of which he was also a part of and commended everyone who took part in it.
- Scott Sallaway, via Zoom, thanked everyone who volunteered their time to developing the Master Plan and asked if there was anything in it that will increase taxes or fees.

Mr. Spinney said that nothing in them Master Plan is intended to raise taxes of fees. This is a guidance document for the Commission and the WEA Board.

Mr. Sallaway asked about the time when the Commission was discussing the Water Department surplus and indicated that it would be reimbursed to the community and about reimbursing the cost of meters to those who already had them installed. He asked if that was still being considered.

Mr. Spinney responded that the surplus is still being investigated as it needs more forensic work to determine if there is in fact a surplus. As for the meters, he said that he understands Mr. Sallaway's point and that there will be consideration for that. Ms. Patti clarified that the discussion about the surplus (whatever it turns out to be) was to apply a certain amount of it towards the water rate and not directly return to the customers.

Mr. Sallaway clarified that in the meeting minutes from that discussion a motion was made to reimburse those who had meters installed.

Ms. Patti agreed and noted that she was referring to the surplus itself and that it was not agreed to be reimbursed to the people directly, but instead to be applied to offset the next round of water rates. She said that the meter reimbursement will have to be done once the new financial software has been sorted out. She also noted that it will have to be done at a public hearing and that does not look like it could happen earlier than at least October.

- Beth via Zoom, thanked everyone involved in development of the Master Plan and asked that the entire survey be released to the public.

Ms. Patti said that the Planning Board will need to address that and Ms. Smith or Mr. Beard will reach out to them.

Beth also asked why Zoom was not offered for the Master Plan round table as an option to the residents of the District given the high percentage of second homeowners there. She said that the person from Municipal Resources Inc. who was talking about such round tables noted how successful using Zoom was for that purpose.

Ms. Patti and Mr. Panuczak said that the choice to not offer Zoom was because there was ample notice given for that meeting and it was planned as an interactive endeavor with breakout groups, which would be impossible to do with Zoom.

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Beth reiterated that the person from MRI spoke about using Zoom successfully for this.
Ms. Patti and Mr. Panuczak said that at the time of discussing with Management how to conduct that round table they did not feel that there was enough technological capacity to carry it out with the use of Zoom. Mr. Panuczak added that that was not the only way to provide input for the Master Plan and that there is still plenty of ways to comment on it directly to the Planning Board.
Beth spoke about the legality of the Master Plan and that it was only used by Village Districts that were planning to introduce ordinances and that this Master Plan was very confusing in this regard.
Ms. Patti explained that she understands the confusion but that this community has had Master Plans before and those are required to be periodically updated by New Hampshire law. Despite having master plans in the past, no effort has been made to develop Capital Improvement plans before and this Master Plan will reopen that possibility to the District.
Mr. Panuczak asked Beth to summarize her questions in an email to the Planning Board as well.

Ms. Patti made a motion to make the document titled New Hampshire Bank Home dated 09/13/2023, 3:59 PM an official amendment to this meeting minutes. Mr. Panuczak 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.

Ms. Patti made a motion to make the paragraph read into the record and submitted to the Commission by Mr. Panuczak about the Planning Board history an official amendment to this meeting minutes. Mr. Panuczak 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
Ms. Patti motioned to enter non-public session for the purposes described in RSA 91-A:3, II (a), (c), and (l). Mr. Panuczak 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 7:32 PM, Commissioners Patti, Panuczak and Spinney were present in person as well as the General Manager Ron Beard (left at 9:10 PM) and Water Department Administrator Allison Smith (left at 7:43 PM).

Resumption of Public Session
Mr. Spinney motioned to exit non-public session at 9:28 PM, Mr. Panuczak 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 08:29 PM. Commissioners Patti, Panuczak, and Spinney were present in person.

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The nonpublic session minutes were sealed by a motion from Mr. Spinney, a second by Mr. Panuczak, 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

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

Meeting adjourned at 9:30 PM.

Prepared by Alvina Snegach

Attachments:

"Waterville Estates Village District
September 13, 2023
The Waterville Estates Village District Planning Board has held monthly meetings since its inception in 2020. All meetings were public and posted in a timely manner. All meetings had appropriate Zoom links posted on the Waterville Estates Village District website. All meetings had minutes taken, and those minutes were reviewed and approved, and subsequently posted on the Waterville Estates Village District website. It should be noted that on occasion, a quorum was not established, and the meeting was abandoned and re-scheduled. The Planning Board conducted one public survey, which was communicated through various platforms, and allowed digital participation. The Planning Board held one Public Input Session, which was properly posted and held on Saturday, October 1, 2022.
Respectfully Submitted
Gerry Panuczak
Commissioner and Planning Board member"

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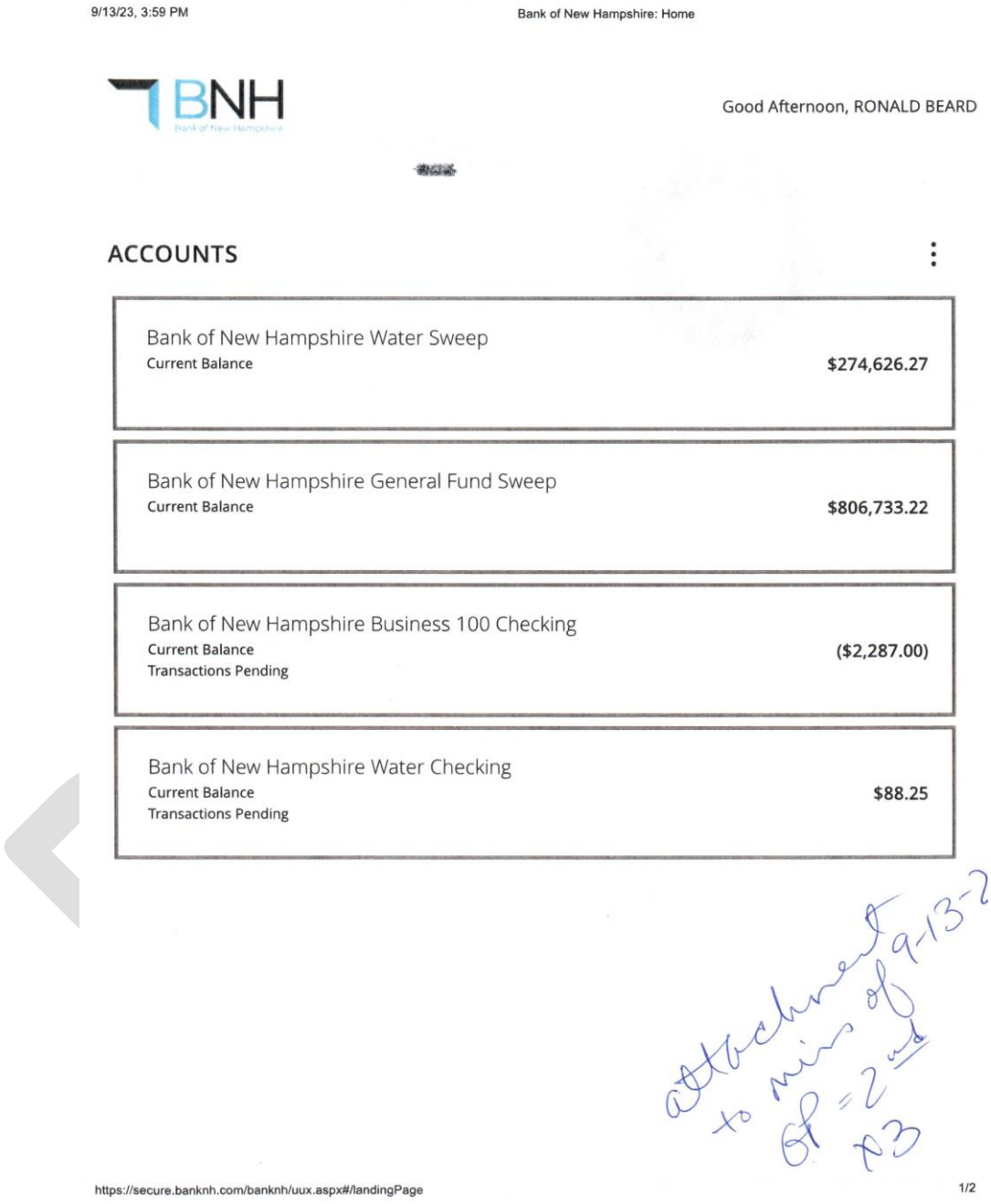

9/13/23, 3:59 PM Bank of New Hampshire: Home

BNH Bank of New Hampshire

Good Afternoon, RONALD BEARD

[redacted]

ACCOUNTS

Bank of New Hampshire Water Sweep Current Balance	$274,626.27
Bank of New Hampshire General Fund Sweep Current Balance	$806,733.22
Bank of New Hampshire Business 100 Checking Current Balance Transactions Pending	($2,287.00)
Bank of New Hampshire Water Checking Current Balance Transactions Pending	$88.25

attachment to min of 9-13-23 pg 2 of 3

https://secure.banknh.com/banknh/uux.aspx#/landingPage 1/2

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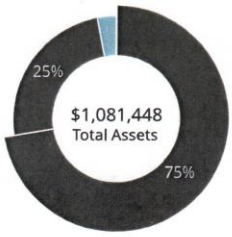
9/13/23, 3:59 PM Bank of New Hampshire: Home

ASSET SUMMARY



General Fund Sweep
******[redacted] 74.60%

Current Balance $806,733.22

https://secure.banknh.com/banknh/uux.aspx#/landingPage 2/2

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Waterville Estates Village District
Treasurer Report 27-Sep

Bank Balances 9/25/2023

Northway Bank	Per Bank	Per MTS	Float	
WEVD Op Acct:	$151,061	$135,549	$15,512	
Water Dept:	$374,329	$361,283	$13,046	
Rec Fund:	$13,678	$17,216	($3,538)	
Northway Bank Total	**$539,069**	**$514,049**	**$25,020**	
WEVD Bank of NH				
WEVD General Fund	$788,811	$765,317	$23,494	
Water Dept:	$278,664	$271,595	$7,069	
Bank Of NH Total	**$1,067,475**	**$1,036,912**	**$30,563**	
Meredith Village Savings				
WEVD Op Holding Acct:	$3,349	$3,349	$0	**We will be closing this account**
	$1,609,893	**$1,554,310**	**$55,582**	

	Paid 2021/22	Paid 2023	Due
Tax Summary	**$3,635,905**	**$1,573,587**	**$108,223**
as of 19-Sep			

Campton

	Billed	Paid	Paid 2021/22	Paid 2023	Due	Interest Recd
2023		$571,999	$571,999	$571,999		$45
2022	$1,229,625	$1,173,449	$521,228	$667,241	$56,176	$2,062
2021	$1,081,446	$1,093,154	$1,093,154	$0	-$11,708	$1,717
2020	$1,126,745	$1,120,610	$562,443	$594	$6,135	$3,861
2019	$1,124,327	$1,122,635	$15,432	$0	$1,692	$5,450
2018	$1,069,955	$1,046,217	$5,713	$0	$23,738	$12,842
2017	$976,757	$976,765	$0	$0	-$8	$1,334
2016	$985,552	$978,357	$1,109	$0	$7,195	$8,317
2015	$985,422	$965,048	$1,331	$0	$20,374	$7,711
	$8,579,829	**$9,048,235**	**$2,772,408**	**$1,239,834**	**$103,593**	**$43,339**

Thornton

	Billed	Paid	Paid 2021/22	Paid 2023	Due	Interest Recd
2023		$164,546	$0	$164,546		$0
2022	$390,209	$390,207	$205,980	$169,207	$2	$1,182
2021	$410,452	$412,499	$412,499	$0	-$2,047	$1,374
2020	$416,001	$415,998	$245,017	$0	$3	$1,486
2019	$360,718	$360,518	$0	$0	$200	$1,532
2018	$324,690	$321,248	$0	$0	$3,442	$2,997
2017	$299,741	$298,137	$0	$0	$1,604	$1,334
2016	$290,944	$289,518	$0	$0	$1,426	$1,109
2015		**Incomplete Info**				
Prior		$8,330	$0	$0		
	$2,492,755	**$2,661,002**	**$863,497**	**$333,753**	**$4,629**	**$11,014**

Because the Water Fees are currently in both the two new softwares, I am currently unable to report on them.

Waterville Estates
Village District

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GM Report September 27, 2023

1. The water issue on Doe Run Road has been resolved. After many days of searching we found the valves. As it turns out there was debri in the valves and one of the water line connections was leaking.
2. The Pegwood water line project is proceeding and we are close to being done with the blasting. Next step will be removing the blasted ledge and properly installing the new water main. I would like to thank Mike Hering for allowing us to bring 333 cubic yards of blasted ledge to his property at the top of pegwood and this is going to save the district about $45,000.00
3. Lauren Steve's new employee has completed replacing all of the rusted bolts with stainless steal bolts on the valves at the pegwood tank. He also sanded off all the rust and has repainted the piping and valves.
4. Shawn and his team have been working on the exterior of the summit lounge.
5. The well company will be here Wednesday to test the well.

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**9/11/2023**						
				9/11/2023	0.00	0.00	0.00
					Total Check #:	**0**	**0.00**
0	**9/11/2023**	**4440**	**CARDMEMBER SERVICES**				
	113-4605801-6018647			9/11/2023	173.04	0.00	173.04
	01.4314.003.614 / B&G - CLEANING SUPPLIES					173.04	
					Total Check #:	**0**	**173.04**
0	**9/11/2023**	**4440**	**CARDMEMBER SERVICES**				
	1640626			7/31/2023	99.39	0.00	99.39
	01.4314.003.823 / B&G - FUEL					99.39	
					Total Check #:	**0**	**99.39**
0	**9/11/2023**	**4440**	**CARDMEMBER SERVICES**				
	113-9102933-4470650			6/02/2023	89.99	0.00	89.99
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					89.99	
					Total Check #:	**0**	**89.99**
0	**9/11/2023**	**4440**	**CARDMEMBER SERVICES**				
	111-9322418-5309831			8/09/2023	122.42	0.00	122.42
	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					77.98	
					Total Check #:	**0**	**122.42**
0	**9/11/2023**	**1150**	**CM WHITCHER RUBBISH REMOVAL**				
	99818			9/01/2023	926.00	0.00	926.00
	01.4314.003.616 / B&G - TRASH REMOVAL					926.00	
					Total Check #:	**0**	**926.00**
0	**9/11/2023**	**1380**	**CONWAY TECHNOLOGY GROUP**				

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee	Invoice # / PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				IN3989059	9/06/2023	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	**9/11/2023**	**1430**	**COREY SIMPSON**					
				8/6/23	8/06/2023	1,150.00	0.00	1,150.00
				01.4903.022.004 / HVAC REPAIRS			1,150.00	
						Total Check #:	**0**	**1,150.00**
0	**9/11/2023**	**9616**	**Deere Credit, Inc.**					
				2811605	8/10/2023	21,427.68	0.00	21,427.68
				01.4711.000.002 / PRINCILE PAYMENTS - BACKHOE			19,615.00	
				01.4721.000.002 / INTEREST PAYMENT - BACKHOE			1,812.68	
						Total Check #:	**0**	**21,427.68**
0	**9/11/2023**	**1890**	**EVERSOURCE**					
				56996545091 8/28/23	8/28/2023	16.21	0.00	16.21
				01.4299.001.814 / PSAFE - ALARM - SECURITY			16.21	
						Total Check #:	**0**	**16.21**
0	**9/11/2023**	**2030**	**EVERSOURCE**					
				56235890092 8/28/23	8/28/2023	557.00	0.00	557.00
				01.4522.002.340 / SKI - ELECTRIC			557.00	
						Total Check #:	**0**	**557.00**
0	**9/11/2023**	**2040**	**EVERSOURCE**					
				56974735011 8/28/23	8/28/2023	52.02	0.00	52.02
				01.4522.002.340 / SKI - ELECTRIC			52.02	
						Total Check #:	**0**	**52.02**
0	**9/11/2023**	**1990**	**EVERSOURCE**					

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	56994890085 8/28/23			8/28/2023	25.59	0.00	25.59
	01.4312.003.340 / HWY - ELECTRIC						25.59
					Total Check #:	**0**	**25.59**
0	**9/11/2023**	**1970**	**EVERSOURCE**				
	56458399037 8/28/23			8/28/2023	16.80	0.00	16.80
	01.4522.002.340 / SKI - ELECTRIC						16.80
					Total Check #:	**0**	**16.80**
0	**9/11/2023**	**1930**	**EVERSOURCE**				
	56299101063 8/28/23			8/28/2023	5,425.36	0.00	5,425.36
	01.4314.003.340 / B&G - ELECTRIC						5,425.36
					Total Check #:	**0**	**5,425.36**
0	**9/11/2023**	**1920**	**EVERSOURCE**				
	56360751028 8/28/23			8/28/2023	16.61	0.00	16.61
	01.4314.003.632 / B&G - OUTDOOR LIGHTING						16.61
					Total Check #:	**0**	**16.61**
0	**9/11/2023**	**9150**	**EVERSOURCE**				
	56574890067 8/28/23			8/28/2023	165.11	0.00	165.11
	01.4522.002.340 / SKI - ELECTRIC						165.11
					Total Check #:	**0**	**165.11**
0	**9/11/2023**	**2020**	**EVERSOURCE**				
	56244890026 8/28/23			8/28/2023	99.64	0.00	99.64
	01.4314.003.340 / B&G - ELECTRIC						99.64
					Total Check #:	**0**	**99.64**
0	**9/11/2023**	**2230**	**FIRST BANKCARD**				
	P1-87514248			8/31/2023	236.66	0.00	236.66
	01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION						118.33

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			01.4520.002.240 / REC - LICENSES & FEES				118.33
					Total Check #:	**0**	**236.66**
0	**9/11/2023**	**2230**	**FIRST BANKCARD**				
	114-4735293-7732247			8/25/2023	206.65	0.00	206.65
			01.4314.003.614 / B&G - CLEANING SUPPLIES				206.65
					Total Check #:	**0**	**206.65**
0	**9/11/2023**	**7480**	**HANDYMAN HARDWARE INC.**				
	A196359			8/09/2023	39.60	0.00	39.60
			01.4903.023.006 / IMPROVEMENTS WA 6				23.80
			01.4314.003.615 / B&G - SUPPLIES				15.80
	A196367			8/10/2023	144.00	0.00	144.00
			01.4902.023.008 / CAP - CAT WALKS NON LAPSING 2025				129.00
			01.4314.003.611 / B&G - SMALL TOOLS				15.00
	A196413			8/11/2023	14.92	0.00	14.92
			01.4903.023.007 / BACK UP GENERATOR WA 7				14.92
	A196429			8/11/2023	15.30	0.00	15.30
			01.4314.003.662 / B&G - SKI AREA REPAIRS				15.30
	A196585			8/17/2023	13.50	0.00	13.50
			03.4523.002.612 / LNG - LOUNGE SUPPLIES				13.50
	B385257			8/01/2023	13.90	0.00	13.90
			01.4314.003.662 / B&G - SKI AREA REPAIRS				13.90
	B385269			8/01/2023	12.89	0.00	12.89
			01.4314.003.662 / B&G - SKI AREA REPAIRS				12.89
	B385382			8/02/2023	29.25	0.00	29.25
			01.4314.003.611 / B&G - SMALL TOOLS				29.25
	B385462			8/02/2023	26.10	0.00	26.10
			01.4314.003.632 / B&G - OUTDOOR LIGHTING				26.10
	B385796			8/04/2023	72.00	0.00	72.00
			01.4314.003.662 / B&G - SKI AREA REPAIRS				72.00
	B386181			8/07/2023	22.50	0.00	22.50
			01.4314.003.632 / B&G - OUTDOOR LIGHTING				22.50

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	B386346			8/08/2023	54.36	0.00	54.36
	01.4314.003.662 / B&G - SKI AREA REPAIRS						54.36
	B386521			8/09/2023	14.40	0.00	14.40
	01.4902.023.002 / CAP - HVAC REPAIRS						14.40
	B387294			8/14/2023	96.75	0.00	96.75
	01.4314.003.662 / B&G - SKI AREA REPAIRS						96.75
	B387513			8/15/2023	55.80	0.00	55.80
	03.3409.001.010 / COG - BAR SUPPLIES						55.80
	B387786			8/17/2023	51.52	0.00	51.52
	01.4314.003.662 / B&G - SKI AREA REPAIRS						51.52
	B388021			8/18/2023	8.96	0.00	8.96
	01.4314.003.662 / B&G - SKI AREA REPAIRS						8.96
	B388380			8/21/2023	44.10	0.00	44.10
	01.4312.002.610 / HWY - SHOP SUPPLIES						44.10
	B388736			8/23/2023	27.00	0.00	27.00
	01.4314.003.611 / B&G - SMALL TOOLS						27.00
	B388929			8/24/2023	41.85	0.00	41.85
	01.4314.003.611 / B&G - SMALL TOOLS						41.85
	B389719			8/29/2023	21.15	0.00	21.15
	01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE						21.15
	B389756			8/29/2023	3.96	0.00	3.96
	01.4312.002.432 / HWY - VEHCILE MAINTENANCE						3.96
	B390083			8/31/2023	20.25	0.00	20.25
	01.4312.002.610 / HWY - SHOP SUPPLIES						20.25
					Total Check #:	**0**	**844.06**
0	**9/11/2023**	**2630**	**HEALTH TRUST**				
	82218			9/06/2023	22.00	0.00	22.00
	01.4130.001.210 / EXEC - HEALTH INSURANCE						22.00
					Total Check #:	**0**	**22.00**
0	**9/11/2023**	**9594**	**Johnson Controls Security Solutions**				
	39191738			8/21/2023	1,557.54	0.00	1,557.54

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		01.4299.001.814 / PSAFE - ALARM - SECURITY					1,557.54
		burglar					
	39191739			8/21/2023	1,540.23	0.00	1,540.23
		01.4299.001.814 / PSAFE - ALARM - SECURITY					1,540.23
	39195932			8/24/2023	2,252.40	0.00	2,252.40
		01.4903.023.006 / IMPROVEMENTS WA 6					2,252.40
					Total Check #:	**0**	**5,350.17**
0	**9/11/2023**	**3170**	**JP PEST SERVICES**				
	3600035			9/01/2023	2,674.00	0.00	2,674.00
		01.4520.003.619 / REC - PEST CONTROL					2,674.00
	3600042			9/01/2023	1,400.00	0.00	1,400.00
		01.4520.003.619 / REC - PEST CONTROL					1,400.00
	3611229			9/06/2023	234.00	0.00	234.00
		01.4520.003.619 / REC - PEST CONTROL					234.00
	3611230			9/06/2023	152.00	0.00	152.00
		01.4520.003.619 / REC - PEST CONTROL					152.00
					Total Check #:	**0**	**4,460.00**
0	**9/11/2023**	**4150**	**NEW HAMPSHIRE LIQUOR COMMISSION**				
	230065009235			9/02/2023	595.91	0.00	595.91
		03.3409.001.006 / COG - LIQUOR					595.91
	230065009410			9/03/2023	498.82	0.00	498.82
		03.3409.001.006 / COG - LIQUOR					498.82
	230065009415			9/03/2023	77.97	0.00	77.97
		03.3409.001.006 / COG - LIQUOR					77.97
					Total Check #:	**0**	**1,172.70**
0	**9/11/2023**	**4810**	**PERFORMANCE FOOD GROUP**				
	7402023			8/31/2023	1,031.60	0.00	1,031.60
		03.4522.003.612 / SKI - KITCHEN SUPPLIES					526.00
		03.3409.001.002 / COG - FOOD					505.60
					Total Check #:	**0**	**1,031.60**

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	9/11/2023	9613	**Primex**				
	115796			7/01/2023	41,574.00	0.00	41,574.00
	01.4130.002.210 / EXEC - INSURANCE					41,574.00	
	FY 2023/2024			7/01/2023	22,740.00	0.00	22,740.00
	01.4130.001.260 / EXEC - WORKERS' COMPENSATION					22,740.00	
					Total Check #:	**0**	**64,314.00**
0	9/11/2023	5630	**SPECTRUM**				
	0020530082723			9/01/2023	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	
	01.4521.002.350 / FD - TELEPHONE/CELL PHONE					2.93	
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					25.00	
	01.4312.002.350 / HWY - TELEPHONE & INTERNET					2.93	
					Total Check #:	**0**	**564.93**
0	9/11/2023	5700	**STAPLES BUSINESS ADVANTAGE**				
	7614263825-000002			9/11/2023	12.29	0.00	12.29
	01.4130.002.610 / EXEC - OFFICE SUPPLIES					12.29	
					Total Check #:	**0**	**12.29**
0	9/11/2023	5750	**STATE OF NH DEPT. OF SAFETY**				
	JULIE 8/29/23			8/29/2023	25.00	0.00	25.00
	01.4521.003.814 / FD - CROMINAL RECORDS					25.00	
					Total Check #:	**0**	**25.00**
0	9/11/2023	8710	**TODD RANDLETT TRUCKING & SEPTIC SOLUTIC**				

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	31268			9/11/2023	600.00	0.00	600.00
	03.4525.004.613 / CATERING AND EVENTS						600.00
					Total Check #:	**0**	**600.00**
0	**9/11/2023**	**6190**	**UNIFIRST CORPORATION**				
	1070256806			9/11/2023	125.04	0.00	125.04
	03.4523.002.611 / LNG - KITCHEN SUPPLIES						125.04
					Total Check #:	**0**	**125.04**

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 41 **Northway District**

Check Number	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
9/11/2023	**Check Manifest**	**Batch:**	**41**	**Chk Count:**	**32**	**Total Amnt:**			**109,585.23**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	106,464.17
03	RECREATION FUND	3,121.06

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 40 **Northway Water Department**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**9/11/2023**	**20**	**A.M.RAND COMPANY**			
	1122701		9/07/2023	155.00	0.00	155.00
	02.4331.520.861 / WTR - LEAK REPAIRS				155.00	
	This was rented to pressurize Water Main on Doe Run to look for leak					
				Total Check #:	**0**	**155.00**
0	**9/11/2023**	**8990**	**BADGER METER**			
	80137127		8/30/2023	47.53	0.00	47.53
	02.4903.490.004 / CAP - WATER METER UPGRADES				47.53	
				Total Check #:	**0**	**47.53**
0	**9/11/2023**	**1380**	**CONWAY TECHNOLOGY GROUP**			
	IN3989059W		9/06/2023	128.64	0.00	128.64
	02.4331.520.620 / WTR - OFFICE SUPPLIES				128.64	
				Total Check #:	**0**	**128.64**
0	**9/11/2023**	**9130**	**EVERSOURCE**			
	56956494017 8/28/23		8/28/2023	98.44	0.00	98.44
	02.4331.520.340 / WTR - ELECTRICITY				98.44	
				Total Check #:	**0**	**98.44**
0	**9/11/2023**	**9140**	**EVERSOURCE**			
	56101129021 8/28/23		8/28/2023	3,497.37	0.00	3,497.37
	02.4331.520.340 / WTR - ELECTRICITY				3,497.37	
				Total Check #:	**0**	**3,497.37**
0	**9/11/2023**	**7310**	**EVERSOURCE P.O. BOX 650047 DALLAS, TX 752**			
	56688101039 8/28/23		8/28/2023	16.21	0.00	16.21
	02.4331.520.340 / WTR - ELECTRICITY				16.21	
				Total Check #:	**0**	**16.21**
0	**9/11/2023**	**7330**	**EVERSOURCE PO BOX 650047 DALLAS, TX 7526**			

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 40 **Northway Water Department**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	56945126092		8/28/2023	18.80	0.00		18.80
	02.4331.520.340 / WTR - ELECTRICITY					18.80	
				Total Check #:	**0**		**18.80**
0	**9/11/2023**	**7280**	**EVERSOURCE PO BOX 650047 DALLAS, TX 7526**				
	56344890025 8/28/23		8/28/2023	229.62	0.00		229.62
	02.4331.520.340 / WTR - ELECTRICITY					229.62	
				Total Check #:	**0**		**229.62**
0	**9/11/2023**	**7300**	**EVERSOURCE PO BOX 650047 DALLAS, TX 7526**				
	56181551029 8/28/23		8/28/2023	18.21	0.00		18.21
	02.4331.520.340 / WTR - ELECTRICITY					18.21	
				Total Check #:	**0**		**18.21**
0	**9/11/2023**	**7320**	**EVERSOURCE PO BOX 650047 DALLAS, TX 7526**				
	56384126058 8/28/23		8/28/2023	16.21	0.00		16.21
	02.4331.520.340 / WTR - ELECTRICITY					16.21	
				Total Check #:	**0**		**16.21**
0	**9/11/2023**	**2230**	**FIRST BANKCARD**				
	P1-87514248W		8/31/2023	118.34	0.00		118.34
	02.4331.520.240 / WTR - LICENSES, FEEES, & EDUCATION					118.34	
				Total Check #:	**0**		**118.34**
0	**9/11/2023**	**7480**	**HANDYMAN HARDWARE INC.**				
	B387501		8/15/2023	19.80	0.00		19.80
	02.4331.520.641 / WTR - SYSTEM REPAIRS Pegwood Outside Lights					19.80	
				Total Check #:	**0**		**19.80**
0	**9/11/2023**	**9440**	**STILES COMPANY**				
	304074		3/09/2023	9,800.00	0.00		9,800.00

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 40 **Northway Water Department**

Check Number	Check Date	Vendor ID	Payee			
Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
02.4903.490.004 / CAP - WATER METER UPGRADES					9,800.00	
			Total Check #:	**0**		**9,800.00**
0	**9/11/2023**	**9591**	**Ti Sales**			
INV0160078		7/21/2023	425.83	0.00	425.83	
02.4331.520.641 / WTR - SYSTEM REPAIRS					425.83	
			Total Check #:	**0**		**425.83**
0	**9/11/2023**	**9490**	**TREASURER, STATE OF NH**			
195199		8/29/2023	15.00	0.00	15.00	
02.4331.520.860 / WTR - WATER TESTING					15.00	
195221		8/29/2023	30.00	0.00	30.00	
02.4331.520.860 / WTR - WATER TESTING					30.00	
			Total Check #:	**0**		**45.00**

Check Manifest - by Payee

Date: 9/11/2023 **Batch ID:** 40 **Northway Water Department**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
9/11/2023	**Check Manifest**	**Batch:**	**40**	**Chk Count:**	**15**	**Total Amnt:**	**14,635.00**

--- Subtotals by Fund ---

Fund	Description	Amount
02	WATER FUND	14,635.00

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid

9/21/2023 Check Manifest Batch: 59 Chk Count: 47 Total Amnt: 37,147.05

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	35,111.54
03	RECREATION FUND	2,035.51

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**9/21/2023**	**8970**	**ALLISON SMITH**			
	119		9/12/2023	44.00	0.00	44.00
	01.4130.002.625 / EXEC - POSTAGE STAMPS				22.00	
	01.4520.002.625 / REC - POSTAGE STAMPS				22.00	
				Total Check #:	**0**	**44.00**
0	**9/21/2023**	**150**	**ALVINA SNEGACH**			
	09/13/23		9/13/2023	105.00	0.00	105.00
	01.4130.002.390 / EXEC - CONSULTING MEETING MINUTES TRANSCRIPT				105.00	
				Total Check #:	**0**	**105.00**
0	**9/21/2023**	**210**	**AMERIGAS**			
	3154599013		9/07/2023	146.55	0.00	146.55
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				146.55	
				Total Check #:	**0**	**146.55**
0	**9/21/2023**	**210**	**AMERIGAS**			
	3154987983		9/15/2023	86.41	0.00	86.41
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				86.41	
				Total Check #:	**0**	**86.41**
0	**9/21/2023**	**250**	**AMERIGAS**			
	3154696768		9/08/2023	5,346.25	0.00	5,346.25
	01.4314.003.341 / B&G - HEAT				5,346.25	
	3154696793		9/08/2023	5,401.35	0.00	5,401.35
	01.4314.003.341 / B&G - HEAT				5,401.35	
				Total Check #:	**0**	**10,747.60**
0	**9/21/2023**	**20**	**A.M.RAND COMPANY**			

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	B310406, D259317,FCH330(		8/25/2023	145.35	0.00		145.35
	01.4312.002.610 / HWY - SHOP SUPPLIES					145.35	
	B315084		9/08/2023	459.99	0.00		459.99
	01.4314.003.612 / B&G - LARGE TOOLS					459.99	
				Total Check #:	**0**		**605.34**
0	**9/21/2023**	**560**	**BELLETETES, INC.**				
	3371720		9/19/2023	415.61	0.00		415.61
	01.4903.023.008 / BUILDING IMPROVEMENTS WA 8					415.61	
				Total Check #:	**0**		**415.61**
0	**9/21/2023**	**4470**	**CARDMEMBER SERVICE**				
	ADOBE 8/1/23		8/01/2023	28.24	0.00		28.24
	01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION					19.99	
	01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION					8.25	
	msft						
				Total Check #:	**0**		**28.24**
0	**9/21/2023**	**980**	**CERTIFIED COMPUTER SOLUTIONS, LLC**				
	21488		9/07/2023	99.95	0.00		99.95
	01.4130.002.342 / EXEC - COMPUTER SERVICES					99.95	
	21630		9/07/2023	2,208.00	0.00		2,208.00
	01.4130.002.342 / EXEC - COMPUTER SERVICES					2,208.00	
				Total Check #:	**0**		**2,307.95**
0	**9/21/2023**	**1260**	**CONSOLIDATED COMMUNICATIONS**				
	113275827930 9/112/23		9/12/2023	67.45	0.00		67.45
	01.4299.001.814 / PSAFE - ALARM - SECURITY					67.45	
				Total Check #:	**0**		**67.45**
0	**9/21/2023**	**1320**	**CONSOLIDATED COMMUNICATIONS**				
	6037268958353 9/12/23		9/12/2023	50.82	0.00		50.82
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER					50.82	

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Total Check #:	**0**	**50.82**
0	**9/21/2023**	**1340**	**CONSOLIDATED COMMUNICATIONS**			
	113276522050 9/12/23		9/12/2023	111.74	0.00	111.74
	01.4520.002.350 / REC - TELEPHONE				111.74	
				Total Check #:	**0**	**111.74**
0	**9/21/2023**	**1350**	**CONSOLIDATED COMMUNICATIONS**			
	113275470753 9/12/23		9/12/2023	57.84	0.00	57.84
	01.4520.002.350 / REC - TELEPHONE				57.84	
				Total Check #:	**0**	**57.84**
0	**9/21/2023**	**1250**	**CONSOLIDATED COMMUNICATIONS**			
	1862657486 9/12/23		9/12/2023	194.47	0.00	194.47
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER				194.47	
				Total Check #:	**0**	**194.47**
0	**9/21/2023**	**1240**	**CONSOLIDATED COMMUNICATIONS**			
	113298733110 9/12/23		9/12/2023	57.84	0.00	57.84
	01.4520.002.350 / REC - TELEPHONE				57.84	
				Total Check #:	**0**	**57.84**
0	**9/21/2023**	**1940**	**EVERSOURCE**			
	56307251074 9/1/23		9/01/2023	71.17	0.00	71.17
	01.4314.003.632 / B&G - OUTDOOR LIGHTING				71.17	
				Total Check #:	**0**	**71.17**
0	**9/21/2023**	**9617**	**FIRST BANK -0904 CS**			
	314756		9/20/2023	27.00	0.00	27.00
	01.4130.002.620 / EXEC - MISCELLANEOUS EXPENSSE				13.50	
	01.4520.003.620 / REC - MISC EXPENSES				13.50	
				Total Check #:	**0**	**27.00**

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**9/21/2023**	**2230**	**FIRST BANKCARD**			
	113-9558431-8377008		7/27/2023	68.39	0.00	68.39
	01.4314.003.614 / B&G - CLEANING SUPPLIES				68.39	
				Total Check #:	**0**	**68.39**
0	**9/21/2023**	**2230**	**FIRST BANKCARD**			
	INV215978075		8/23/2023	199.90	0.00	199.90
	01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION				199.90	
				Total Check #:	**0**	**199.90**
0	**9/21/2023**	**2230**	**FIRST BANKCARD**			
	113-1362263-3726649		7/27/2023	148.56	0.00	148.56
	03.4522.003.690 / SKI - MISCELLANEOUS EXPENSE				148.56	
				Total Check #:	**0**	**148.56**
0	**9/21/2023**	**2230**	**FIRST BANKCARD**			
	113-3413405-9860267		7/27/2023	44.90	0.00	44.90
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				44.90	
				Total Check #:	**0**	**44.90**
0	**9/21/2023**	**2230**	**FIRST BANKCARD**			
	111-9322418-5309831		8/08/2023	122.42	0.00	122.42
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES				12.49	
	03.3409.001.002 / COG - FOOD				31.95	
	03.3409.001.003 / COG - GENERAL MERCHANDISE				77.98	
				Total Check #:	**0**	**122.42**
0	**9/21/2023**	**9619**	**GILL ID SYSTEMS**			
	60552		7/21/2023	500.00	0.00	500.00
	03.4520.000.390 / REC - MISC. EXPENSES				500.00	
	PASS CARDS					
	60734		8/30/2023	775.00	0.00	775.00

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	03.4520.000.390 / REC - MISC. EXPENSES				775.00	
	PASSES					
				Total Check #:	**0**	**1,275.00**
0	**9/21/2023**	**7480**	**HANDYMAN HARDWARE INC.**			
	B385391		8/02/2023	64.00	0.00	64.00
	01.4312.002.610 / HWY - SHOP SUPPLIES				64.00	
				Total Check #:	**0**	**64.00**
0	**9/21/2023**	**3480**	**MACDONALD PROPERTY MANAGEMENT**			
	2707		9/11/2023	130.00	0.00	130.00
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				130.00	
	TEST CHEMICALS					
				Total Check #:	**0**	**130.00**
0	**9/21/2023**	**3970**	**MUNICIPAL RESOURCES, INC.**			
	24278		9/14/2023	9,838.84	0.00	9,838.84
	01.4130.002.390 / EXEC - CONSULTING				9,838.84	
				Total Check #:	**0**	**9,838.84**
0	**9/21/2023**	**8060**	**NEEDHAM ELECTRIC SUPPLY**			
	S6089508.001		9/11/2023	301.26	0.00	301.26
	01.4314.003.632 / B&G - OUTDOOR LIGHTING				301.26	
	OUTDOOR LIGHTING					
				Total Check #:	**0**	**301.26**
0	**9/21/2023**	**4860**	**PLODZIK & SANDERSON**			
	21-16806F		7/31/2023	4,725.00	0.00	4,725.00
	01.4130.002.301 / EXEC - ACCOUNT & AUDTING				4,725.00	
				Total Check #:	**0**	**4,725.00**
0	**9/21/2023**	**8410**	**SAMANTHA BANVILLE**			
	232423424619		9/03/2023	26.87	0.00	26.87

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	03.3409.001.010 / COG - BAR SUPPLIES				14.97	
	03.3409.001.010 / COG - BAR SUPPLIES				11.90	
				Total Check #:	**0**	**26.87**
0	**9/21/2023**	**8410**	**SAMANTHA BANVILLE**			
	S573045472001		6/28/2023	21.92	0.00	21.92
	03.3409.001.002 / COG - FOOD				21.92	
				Total Check #:	**0**	**21.92**
0	**9/21/2023**	**8410**	**SAMANTHA BANVILLE**			
	25683		9/02/2023	20.65	0.00	20.65
	03.3409.001.002 / COG - FOOD				20.65	
				Total Check #:	**0**	**20.65**
0	**9/21/2023**	**9560**	**SHAWN PALCHAT**			
	440527		9/16/2023	49.98	0.00	49.98
	01.4299.001.814 / PSAFE - ALARM - SECURITY				49.98	
	51311647787		8/08/2023	79.99	0.00	79.99
	01.4130.002.611 / EXEC - UNIFORMS				79.99	
				Total Check #:	**0**	**129.97**
0	**9/21/2023**	**5480**	**SHAWN PELCHAT**			
	2104		9/12/2023	541.57	0.00	541.57
	01.4314.003.662 / B&G - SKI AREA REPAIRS				541.57	
	SKI LIFT WIRE ROPE LUBRICANT					
				Total Check #:	**0**	**541.57**
0	**9/21/2023**	**5700**	**STAPLES BUSINESS ADVANTAGE**			
	7378410963-000001		9/14/2023	294.18	0.00	294.18
	01.4130.002.610 / EXEC - OFFICE SUPPLIES				294.18	
				Total Check #:	**0**	**294.18**
0	**9/21/2023**	**5730**	**STATE OF NEW HAMPSHIRE-DOT**			

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	348203		9/15/2023	304.92	0.00	304.92
	01.4314.003.823 / B&G - FUEL				304.92	
				Total Check #:	**0**	**304.92**
0	**9/21/2023**	**5750**	**STATE OF NH DEPT. OF SAFETY**			
	LAUREN BENNETT		9/14/2023	25.00	0.00	25.00
	01.4520.002.814 / REC - CRIMINAL RECORDS				25.00	
				Total Check #:	**0**	**25.00**
0	**9/21/2023**	**9610**	**Superior Fire Protection**			
	13561		7/27/2023	1,000.00	0.00	1,000.00
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER ANNUAL SPRINKLER INSPECTION				1,000.00	
				Total Check #:	**0**	**1,000.00**
0	**9/21/2023**	**6100**	**TRACY DUFFY**			
	113-5867095-8552221		9/15/2023	37.44	0.00	37.44
	01.4520.003.620 / REC - MISC EXPENSES HALLOWEEN COSTUME				37.44	
				Total Check #:	**0**	**37.44**
0	**9/21/2023**	**6100**	**TRACY DUFFY**			
	111-5171554-6307431		9/15/2023	115.99	0.00	115.99
	01.4312.002.610 / HWY - SHOP SUPPLIES Cordless Telephone				31.49	
	01.4312.002.610 / HWY - SHOP SUPPLIES Safety Gloves				84.50	
				Total Check #:	**0**	**115.99**
0	**9/21/2023**	**6100**	**TRACY DUFFY**			
	325400482347		9/11/2023	13.69	0.00	13.69
	03.3409.001.010 / COG - BAR SUPPLIES				13.69	
				Total Check #:	**0**	**13.69**

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**9/21/2023**	**6100**	**TRACY DUFFY**			
	325400328117		9/11/2023	27.58	0.00	27.58
	03.3409.001.010 / COG - BAR SUPPLIES				27.58	
				Total Check #:	**0**	**27.58**
0	**9/21/2023**	**6100**	**TRACY DUFFY**			
	16N8403173		8/28/2023	179.00	0.00	179.00
	03.4523.001.240 / LNG - EMPLOYEE EDUCATION				179.00	
	SERV SAFE					
				Total Check #:	**0**	**179.00**
0	**9/21/2023**	**9622**	**UA STANDARD PRODUCTS**			
	752718		8/22/2023	217.07	0.00	217.07
	01.4314.003.615 / B&G - SUPPLIES				217.07	
				Total Check #:	**0**	**217.07**
0	**9/21/2023**	**6190**	**UNIFIRST CORPORATION**			
	1070258804		9/07/2023	116.28	0.00	116.28
	03.4523.002.612 / LNG - LOUNGE SUPPLIES				116.28	
	1070260645		9/14/2023	83.54	0.00	83.54
	03.4523.002.612 / LNG - LOUNGE SUPPLIES				83.54	
				Total Check #:	**0**	**199.82**
0	**9/21/2023**	**6240**	**UPTON & HATFIELD, LLP**			
	164285		9/07/2023	1,440.00	0.00	1,440.00
	01.4130.002.323 / EXEC - LEGAL SERVICES				1,440.00	
				Total Check #:	**0**	**1,440.00**
0	**9/21/2023**	**6280**	**VERIZON WIRELESS**			
	994398695		9/08/2023	225.58	0.00	225.58
	01.4130.002.351 / EXEC - CELL PHONES				112.79	
	01.4312.002.351 / HWY - CELL PHONES				112.79	

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 59 **BANK OF NEW HAMPSHIRE - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Total Check #:	**0**	**225.58**
0	**9/21/2023**	**6680**	**XEROX FINANCIAL SERVICES**			
	4759189		9/10/2023	282.50	0.00	282.50
	01.4130.002.240 / EXEC - LICENSES, FEES, & EDUCATION				141.25	
	01.4520.002.618 / REC - COPIER LEASE				141.25	
				Total Check #:	**0**	**282.50**

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 58 **BANK OF NH - WATER**

Check Number	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
9/21/2023	**Check Manifest**	**Batch:**	**58**	**Chk Count:**	**10**	**Total Amnt:**			**7,076.17**

--- Subtotals by Fund ---

Fund	Description	Amount
02	WATER FUND	7,076.17

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 58 **BANK OF NH - WATER**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**9/21/2023**	**8970**	**ALLISON SMITH**			
	119W		9/12/2023	22.00	0.00	22.00
	02.4331.520.625 / WTR - POSTAGE STAMPS				22.00	
				Total Check #:	**0**	**22.00**
0	**9/21/2023**	**9617**	**FIRST BANK -0904 CS**			
	314756W		9/19/2023	13.50	0.00	13.50
	02.4331.520.610 / WTR - MISCELLANEOUS EXPENSE				13.50	
				Total Check #:	**0**	**13.50**
0	**9/21/2023**	**2230**	**FIRST BANKCARD**			
	111-0540157-7336217		8/08/2023	23.22	0.00	23.22
	02.4331.520.641 / WTR - SYSTEM REPAIRS Chlorine				23.22	
	111-5512112-0568223		8/08/2023	26.10	0.00	26.10
	02.4331.520.641 / WTR - SYSTEM REPAIRS Chlorine				26.10	
				Total Check #:	**0**	**49.32**
0	**9/21/2023**	**9270**	**NH ELECTTRIC CO-OP**			
	LIBERTY LANE 9/14/23		9/14/2023	6,626.77	0.00	6,626.77
	02.4331.520.340 / WTR - ELECTRICITY				6,626.77	
				Total Check #:	**0**	**6,626.77**
0	**9/21/2023**	**9621**	**NITIN AND OR KATHERINE THOTA**			
	09/18/23		9/18/2023	5.19	0.00	5.19
	02.1150.000.003 / A/R - NEW BILLING SYSTEM REFUND CREDIT - SOLD				5.19	
				Total Check #:	**0**	**5.19**
0	**9/21/2023**	**9620**	**TOM AND OR NANCY ABRAMS**			

Check Manifest - by Payee

Date: 9/21/2023 **Batch ID:** 58 **BANK OF NH - WATER**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	9/18/23		9/18/2023	6.27	0.00		6.27
	02.1150.000.003 / A/R - NEW BILLING SYSTEM					6.27	
	REFUND CREDIT - SALE						
				Total Check #:	**0**		**6.27**
0	**9/21/2023**	**6100**	**TRACY DUFFY**				
	111-5171554-6307431W		9/15/2023	54.75	0.00		54.75
	02.4331.520.641 / WTR - SYSTEM REPAIRS					54.75	
	PRESSURE GAUGES						
				Total Check #:	**0**		**54.75**
0	**9/21/2023**	**9490**	**TREASURER, STATE OF NH**				
	193117		6/28/2023	30.00	0.00		30.00
	02.4331.520.860 / WTR - WATER TESTING					30.00	
	195645		9/15/2023	15.00	0.00		15.00
	02.4331.520.860 / WTR - WATER TESTING					15.00	
	195657		9/15/2023	30.00	0.00		30.00
	02.4331.520.860 / WTR - WATER TESTING					30.00	
				Total Check #:	**0**		**75.00**
0	**9/21/2023**	**6280**	**VERIZON WIRELESS**				
	9943908695W		9/08/2023	82.12	0.00		82.12
	02.4331.520.240 / WTR - LICENSES, FEEES, & EDUCATION					82.12	
				Total Check #:	**0**		**82.12**
0	**9/21/2023**	**6680**	**XEROX FINANCIAL SERVICES**				
	4759189-W		9/10/2023	141.25	0.00		141.25
	02.4331.520.240 / WTR - LICENSES, FEEES, & EDUCATION					141.25	
				Total Check #:	**0**		**141.25**

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

REQUEST FOR COMMISSION ACTION

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

MEETING DATE: 9/27/23 AGENDA ITEM#: Gen Cal

TITLE OF REQUEST: New Connection - Falcone - 11-1-4

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

GOAL SOUGHT WITH THIS ACTION:
Connection approval

ACTION REQUESTED:
Commissioner vote

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

PLAN FOR IMPLEMENTATION:

Waterville Estates Village District

Water Department

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

Water Hookup Permit Application

Name of Owner on Record: Matthew and Samantha Falcone

5 Panaway Court | Campton | NH | 03223
Street | City | State | Zip

Telephone: _____ Email: Samantha: scala291@gmail.com matthew: matthew.falcone0520@gmail.com

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

Name of Representative: Adam Whitcher : Winterbrook Construction
Contact Address:

548 Winterbrook Road | Campton | NH | 03223
Street | City | State | Zip

Telephone: office 603 726 3716 cell: 603 731 1705 Email: adam@watervilleestates.net

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 www.waterville-estatesnh.gov/water-roads and complete the Meter Request Form to acquire a meter.

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

Signature _____ Date 9/19/23

Adam Whitcher
Printed Name

Waterville Estates Village District

Water Department

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

FOR OFFICE USE ONLY

Date application submitted: _____ Initials: _____

Date of site visit: _____

Attendees: _____

_____

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

_____

_____

Date Issued: _____ Permit No.: _____

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

Name: _____

Title: _____

Name: _____

Title: _____

Name: _____

Title: _____

Waterville Estates Realty

Christine Gustafson <christine@watervilleestates.net>

Building permits

Linda Brookner <lindab@waterville-estates.com> Mon, Feb 13, 2023 at 8:13 AM
To: Christine Gustafson <Christine@watervilleestates.net>

Good morning Christine,

I went over the Panaway Court file with Judy this morning, It looks like this was an oversight on a past employee. Due to the length of time they are automatically approved. I am still waiting on the Bell Valley / Snow Trail approval. As soon as I hear I will let you know. Have a great day!

[Quoted text hidden]

No building or structure, whether temporary or permanent, shall be commenced, erected, placed or maintained, on any Homesite, Cluster Homesite or Condominium Site, nor shall any exterior addition to or exterior addition change in any building or other structure be made until adequate plans, specifications, site plan, sewage system plan and other pertinent data showing the nature, kind, shape, height, materials, color, location, orientation of such building or other structure, additions or changes, are approved in writing by Building Committee. Specifications in the Building Regulations, which may be changed from time to time, shall be established by the Building Committee, and are incorporated into these REC's by reference and enforceable under the terms of Article VI D (2)(C) and (D). The plan for approval shall specify the nature and location of any proposed landscaping and will include an assessment of the harmony of exterior architectural design and location in relation to surrounding structures and topography. The plan will specify the identity of the general or principal contractor and shall include his resume with documentation of competence, assurance, and financial capability. Only written approval by the Building Committee shall be honored. Deviation from the approved plan during or as a result of construction will result in action by the Building Committee.

(2) Failure to Act

In the event said Committee fails to approve or disapprove such design, location and contractor with in thirty (30) days after all of the aforesaid data has been submitted to the Committee, approval will not be required and this subsection will be deemed to have been fully complies with.

a. Disapprovals. Any disapproval shall be accompanied by a statement of the reasons thereof.
b. Preliminary Plans. Preliminary plans may first be submitted for purposes of discussion prior to the request for approval on a formal basis to avoid unnecessary delay or hardship.
c. Conformity with Plans and Laws. Any such improvements, addition or change shall be carried out in strict conformity with such approved plans and specifications and with any governmental codes, ordinance, statues and regulations which may apply.
d. In the event of commencement of construction on any Living Site without prior approval of the Building Committee, or if such construction fails to conform with the plans as approved by the Building Committee, upon receipt of notice of lack of approval or non-compliance with approvals by Owners from the Association and/or Building Committee, the Owner shall:
    (i) In the case of lack of prior approval, immediately cease construction on the Living Site and no further construction shall take place until the issuance of the building permit by the Building Committee; or

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: 9/22/2021

APPROVAL NUMBER: eCA2021092207

I. PROPERTY INFORMATION

Address: PANAWAY DRIVE
CAMPTON NH 03223
Subdivision Approval No.: 23001
Subdivision Name:
County: GRAFTON
Tax Map/Lot No.: 11/1-4

II. OWNER INFORMATION

Name: WINTERBROOK CONSTRUCTION
Address: WINTERBROOK CONSTRUCTION
548 WINTERBROOK ROAD
CAMPTON NH 03223

III. APPLICANT INFORMATION

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

IV. DESIGNER INFORMATION

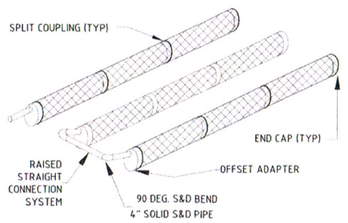
Name: MICHAEL W CARBONNEAU JR
Address: 528 HILLTOP RD
LITTLETON NH 03561
Permit No.: 01628

V. SPECIFIC TERMS AND CONDITIONS: Applicable to this Approval for Construction

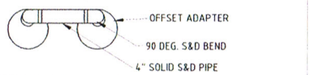
A. **TYPE OF SYSTEM: ADVANCED ENVIRO-SEPTIC**
B. **NO. OF BEDROOMS: 2**
C. **APPROVED FLOW: 300 GPD**
D. **OTHER CONDITIONS AND WAIVERS:**
   1. This approval is valid for 4 years from date of approval, per Env-Wq 1004.13.
   2. No waivers have been approved.

Travis Guest
Subsurface Systems Bureau

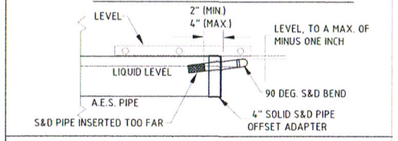
ADVANCED ENVIRO SEPTIC LEACHING SYSTEM



END VIEW OF A.E.S. DETAIL



SIDE VIEW OF A.E.S. PIPE DETAIL



SYSTEM NOTES:

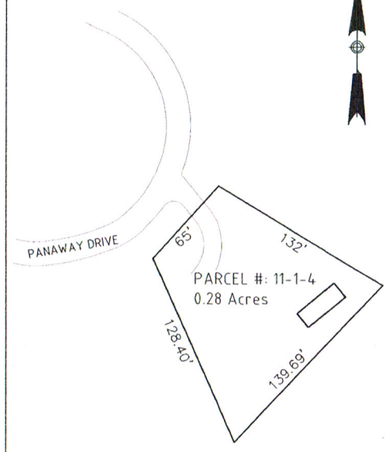
Enviro-Septic® wastewater treatment systems are approved by NHDES as ITA in accordance with Part Env-Ws 1024. The system is designed in accordance with the Enviro-Septic® & Simple Septic Leaching Systems Design and Installation Manual and the Enviro-Septic® Wastewater Treatment Systems Design and Installation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

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

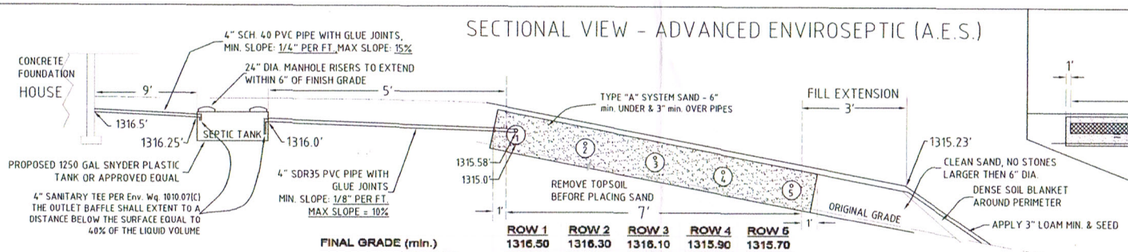
SYSTEM MAINTENANCE:

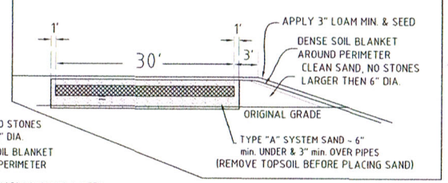
1) Septic Tank should be inspected at least once a year, and cleaned as necessary
2) Vehicles, heavy equipment and livestock should be kept away from the septic system
3) The following items may shorten the life of the system:
- Certain types of water softeners and purifiers
- Garbage Disposals
- Disposal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

PLOT PLAN SCALE: 1" = 400'



SECTIONAL VIEW - ADVANCED ENVIROSEPTIC (A.E.S.)





	ROW 1	ROW 2	ROW 3	ROW 4	ROW 5
FINAL GRADE (min.)	1316.50	1316.30	1316.10	1315.90	1315.70
TOP OF SYSTEM SAND	1316.25	1316.05	1315.85	1315.65	1315.45
TOP OF PIPE	1316.00	1315.80	1315.60	1315.40	1315.20
BOTTOM OF PIPE	1316.00	1314.80	1314.60	1314.40	1314.20
BOTTOM OF SAND	1314.50	1314.30	1314.10	1313.90	1313.70
ORIGINAL GRADE	1315.50	1315.30	1315.10	1314.90	1314.70

AES PIPE SPACING

SLOPE OF ORIGINAL GROUND = 2'/15' = 13.3%
USE 13.3% FOR DESIGN SLOPE OF SYSTEM
AES PIPE SPACING = 1.5' (18") O.C.
DIFFERENCE IN ELEVATION BETWEEN PIPES = 0.2' (2.4")
NUMBER OF ROWS =5 (30' LONG)

SYSTEM REQUIREMENTS
2 BEDROOMS = 300 GPD,
WITH PERC. RATE LISTED ABOVE:
LENGTH OF PIPE REQUIRED 140 FT
USE 150 LINEAR FEET OF A.E.S. PIPING
SEPTIC TANK VOLUME PROVIDED 1,250 GAL

DESIGN INTENT
1315.5' (EXISTING GRADE @ HIGH COR OF EDA)
1315.5-2.5 =1313.0 (SHWT AT HIGH CORNER)
SET BOTTOM OF UPPER PIPE 2.0' ABOVE SHWT;
1313.0+2.0= 1315' (BOT OF UPPER PIPE)
1315-1315.5 = -0.5'
THE BOTTOM OF UPPER PIPE SHALL BE CONSTRUCTED AT 1315.0' ELEVATION, IS APPROXIMATELY 0.5 FEET (6") BELOW EXISTING GROUND LEVEL AT THE HIGH SIDE OF THE EDA.

TANK & LEACH FIELD SETBACK NOTES:

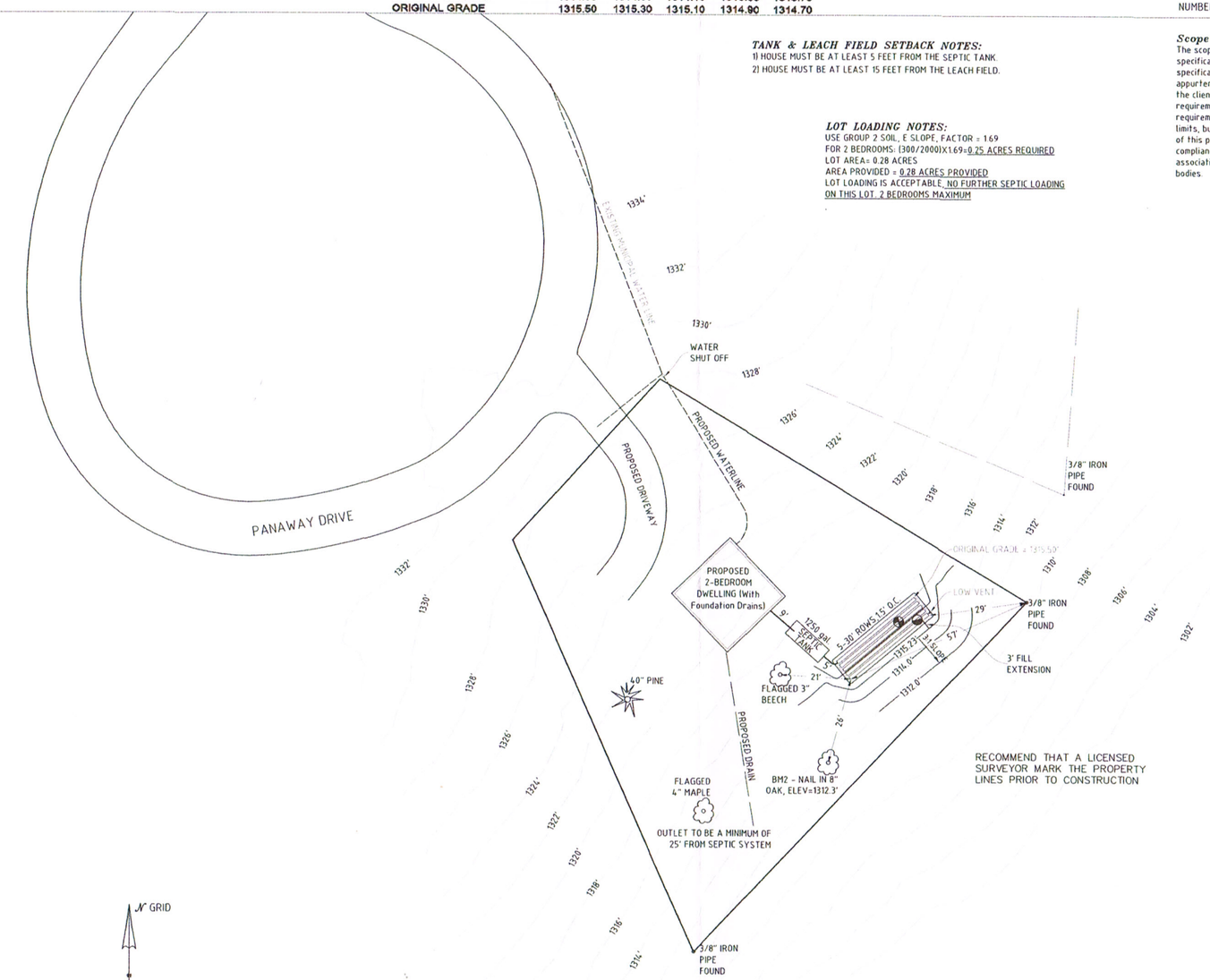
1) HOUSE MUST BE AT LEAST 5 FEET FROM THE SEPTIC TANK.
2) HOUSE MUST BE AT LEAST 15 FEET FROM THE LEACH FIELD.

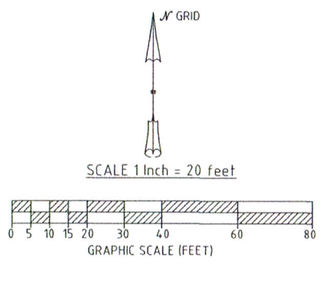
LOT LOADING NOTES:

USE GROUP 2 SOIL, E SLOPE, FACTOR = 1.69
FOR 2 BEDROOMS: (300/2000)X1.69=0.25 ACRES REQUIRED
LOT AREA= 0.28 ACRES
AREA PROVIDED = 0.28 ACRES PROVIDED
LOT LOADING IS ACCEPTABLE, NO FURTHER SEPTIC LOADING ON THIS LOT. 2 BEDROOMS MAXIMUM

Scope of this Septic Plan

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





GENERAL NOTES:

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

TEST PIT DATA

DATE: 7/3/2021 WATER AT: NOT FOUND
ESTIMATED SEASONAL HIGH WATER TABLE (SHWT) @ 30 INCHES
DEPTH OF LEDGE: NOT FOUND



0-4 7.5yr 3/2 fsl, v. friable, granular
4-8 10yr 3/6 fsl, friable, granular
8-20 7.5yr 4/6 fsl, friable, granular
20-30 2.5y 5/6, fsl, friable, granular
30-50 5y5/3 fsl, friable/firm, granular

SOIL DATA:

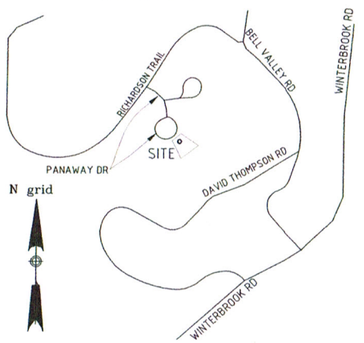
SOIL MAPS SHOW THIS SITE IS: 255E Monadnock and Hermon

PERCOLATION TEST DATA

DATE: 7/3/2021 PERCOLATION RATE: 4 MIN./INCH

WETLAND DELINEATION NOTES:
1) WETLANDS WERE DELINEATED IN ACCORDANCE WITH ENV-WQ 1014.06 BY MICHAEL CARBONNEAU JR., LICENSED DESIGNER #1628 ON 7/3/2021 FOR THE PURPOSE OF LOCATING THE EDA ON THIS PROPERTY.
2) NO WETLANDS WERE IDENTIFIED WITHIN 75' OF THE PROPOSED EDA OTHER THAN THOSE DEPICTED ON THIS PLAN.

LOCATION MAP (NOT TO SCALE)



THE DRIVEWAY TO THIS SITE IS AT THE END OF THE CIRCLE ON PANAWAY DRIVE.

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

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

PROPOSED SEPTIC DISPOSAL FACILITIES FOR PROPERTY OF:
WINTERBROOK BUILDERS
Panaway Drive, Campton , NH

DRAWN BY: PSW SCALE: 1"=20'
CHECKED BY: PW DATE: 8/9/2021
SHEET 1 OF 1

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: Lyle Blais Lisa LaBelle

31 Kelsey Rd | Lee | NH | 03861
Street | City | State | Zip

Telephone: 603-440-3909 Email: blais.lyle@gmail.com

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

Name of Representative: _____
Contact Address:

_____
Street | City | State | Zip

Telephone: _____ Email: _____

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

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

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

Signature _____ Date 9/22/23

FOR OFFICE USE ONLY

Date application submitted: 9/22/2023 Initials: AS

Date of site visit: _____

Attendees: _____

_____

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

_____

_____

Date Issued: _____ Permit No.: _____

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

Name: _____

Title: _____

Name: _____

Title: _____

Name: _____

Title: _____

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: 9/26/2022

APPROVAL NUMBER: eCA2022092623

I. PROPERTY INFORMATION

Address: GREEN CIRCLE
CAMPTON NH 03223
Subdivision Approval No.: 1275
Subdivision Name: WATERVILLE ESTATES
County: GRAFTON
Tax Map/Block/Lot No.: 5/9/40

II. OWNER INFORMATION

Name: LYLE BLAIS
Address: 31 KELSEY ROAD
LEE NH 03861

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.

Darren K. King
Subsurface Systems Bureau

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 3/9/23

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:

LEGEND

- TEST PIT
- PERC TEST
- 100 — EXISTING CONTOUR LINE
- (100) — PROPOSED CONTOUR LINE
- W — WATER LINE
- WATER SHUT-OFF
- UTILITY POLE
- BENCHMARK/TIE
- IPF — IRON PIPE FOUND

GENERAL NOTES

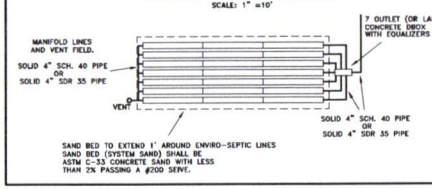
1) ANY REPLACEMENT SYSTEM TO BE BUILT IN ORIGINAL LOCATION.
2) THIS PLAN IS INTENDED FOR USE AS A SEPTIC LAYOUT AND IS NOT A PERIMETER SURVEY.
3) PER THE REQUIREMENTS OF ENV-WQ 1014.06, THERE ARE NO HYDRIC SOILS OR JURISDICTIONAL WETLANDS WITHIN 50' OF PROPOSED SYSTEM, AND THERE IS NO SURFACE WATER WITHIN 75 FEET OF PROPOSED SYSTEM.
4) WETLAND DELINEATIONS AND SOIL TESTING BY STEPHEN B. TOWER, LICENSED N.H. SEPTIC DESIGNER NO. 1464.
5) NO GARBAGE GRINDER OR WATER SOFTENER SHALL BE USED WITH THIS SYSTEM.
6) SEPTIC TANK TO BE PUMPED PERIODICALLY TO COMPLY WITH THE PROVISIONS OF ENV-WQ. 1023.01 (a).
7) SEPTIC TANK SHALL HAVE APPROPRIATE INLET AND OUTLET BAFFLES PER ENV-WQ 1010.07.
8) HOUSE PLUMBING TO BE PROPERLY VENTED.
9) STATE APPROVAL OF THIS SEPTIC SYSTEM DESIGN IS VALID FOR 4 YEARS FROM DATE OF APPROVAL FOR CONSTRUCTION.
10) HOUSE SHALL HAVE A FOUNDATION DRAIN.
11) THIS SEPTIC DESIGN COMPLIES WITH ENV-WQ 1008.04(i). THERE ARE NO KNOWN BURIAL SITES, BURIAL GROUNDS, OR CEMETERIES ON OR NEAR THE SUBJECT PROPERTY.

NOTE TO REVIEWER:
ENVIRO-SEPTIC® WASTEWATER TREATMENT SYSTEMS ARE APPROVED BY NHDES AS ITA IN ACCORDANCE WITH PART ENV-WS 1024. THIS SYSTEM IS DESIGNED IN ACCORDANCE WITH THE ENVIRO-SEPTIC® & SIMPLE SEPTIC LEACHING SYSTEMS DESIGN AND INSTALLATION MANUAL AND THE ENVIRO-SEPTIC® WASTEWATER TREATMENT SYSTEMS DESIGN AND INSTALLATION MANUAL NEW HAMPSHIRE STATE ATTACHMENT.

WETLANDS WERE DELINEATED ON THE BASIS OF HYDROPHYTIC VEGETATION, HYDRIC SOILS, AND WETLANDS HYDROLOGY IN ACCORDANCE WITH THE TECHNIQUES OUTLINED IN THE "CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL, TECHNICAL REPORT Y-87-1", JANUARY 1987. THE HYDRIC SOIL COMPONENT WAS DETERMINED BY USING THE "FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 3", APRIL 2004.

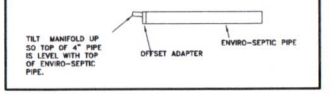
LEACH FIELD DETAIL

SCALE: 1" =10'



RAISED CONNECTION DETAIL

SCALE: 1" =5'



REVIEWED AND APPROVED
IN ACCORDANCE WITH THE REQUIREMENTS OF THE NH DEPT OF ENVIRONMENTAL SERVICES
WATER DIVISION
Date: 9/26/2022
#eCA2022092623

NEW HAMPSHIRE
Designer of Subsurface Disposal Systems
Stephen B. Tower No. 1464
Stephen B. Tower & Pollard Control

PROPOSED SEPTIC SYSTEM DESIGN

TOWN: CAMPTON ROAD: GREEN CIRCLE
SUBDIVISION: WATERVILLE ESTATES #1275
OWNER: LYLE BLAIS & LIZA LABELLE
DEED: BOOK 4708 PAGE 574
TAX LOT NO: 5-9-4

TEST PIT ◓ DATE: 08/01/22

SOIL DATA

PERCOLATION TEST ◓ DATE: 08/01/22
RATE 8 MIN/INCH
DEPTH 24"
LOCATION - SEE PLAN

U.S.D.A. DATA

SHEET NUMBER 71 MAP SYMBOL 57D
SOIL NAME BECKET

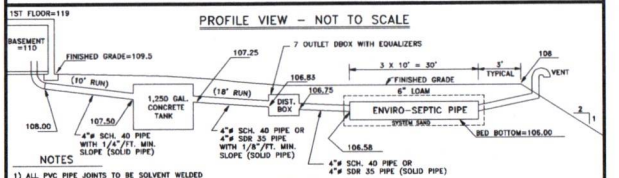
SEPTIC DESIGN

LOADING 3 BR HOME, 450 GPD
TANK SIZE GILBERT BLOCK CO. 1,250 GAL. CONCRETE TANK OR EQUIVALENT
DISTRIBUTION BOX 7 OUTLET CONCRETE OR EQUIVALENT
LEACH AREA 210' ENVIRO-SEPTIC PIPE (210' REQUIRED)
WATER SUPPLY COMMUNITY WATER
DESIGN INTENT BOTTOM OF BED TO BE AT EXISTING GROUND AT HIGH CONTOUR (106)

LOAM 10YR 3/1	5"
LOAMY SAND 10YR 5/6 FRIABLE/GRANULAR	18"
LOAMY SAND 2.5Y 5/8 FRIABLE/GRANULAR	30"
LOAMY SAND 2.5Y 6/4 FIRM/GRANULAR	50"

MOTTLES ◓ 30"
NO LEDGE
NO OBSERVED WATER
ROOTS TO 30"
ESHWT ◓ 30" (2.5')

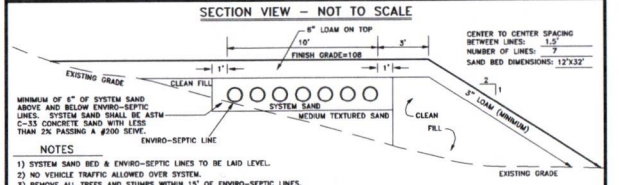
PROFILE VIEW - NOT TO SCALE



NOTES

1) ALL PVC PIPE JOINTS TO BE SOLVENT WELDED
2) SEPTIC TANK INLET AND OUTLET PIPES TO BE SEALED WITH WATERTIGHT, FLEXIBLE JOINT CONNECTORS.
3) LOAM & SEED LEACH FIELD AREA AFTER COMPLETION OF INSTALLATION.
4) INSTALL CONCRETE ACCESS TILES OVER TANK COVERS IF GREATER THAN 18" COVER OVER TANK.
5) VENT MAY BE LOCATED AWAY FROM FIELD BUT VENT LINE MUST SLOPE BACK TOWARDS SYSTEM.

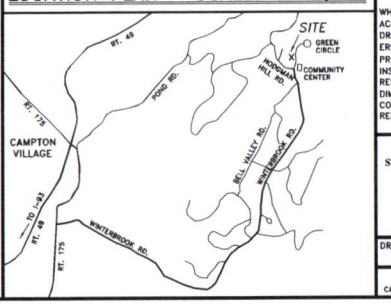
SECTION VIEW - NOT TO SCALE



NOTES

1) SYSTEM SAND BED & ENVIRO-SEPTIC LINES TO BE LAID LEVEL.
2) NO VEHICLE TRAFFIC ALLOWED OVER SYSTEM.
3) REMOVE ALL TREES AND STUMPS WITHIN 15' OF ENVIRO-SEPTIC LINES.
4) FILL TO CONTAIN NO STUMPS, LARGE ROCKS OR DEBRIS.
5) PLACE FILL EXTENSION AND FILL BEFORE STARTING CONSTRUCTION OF LEACH FIELD.
6) ENDS OF LINES TO BE INTERCONNECTED BY 4" DIAMETER SCHEDULE 40 PVC PIPE AND VENTED AS SHOWN.
7) FOR INSTALLATION INSTRUCTIONS OF ENVIRO-SEPTIC LEACHING SYSTEMS SEE LATEST DESIGN AND INSTALLATION MANUALS FROM PRESBY ENVIRONMENTAL, INC. WHITEFIELD, NH. (WWW.PRESBYENVIRO.COM)

LOCATION PLAN SCALE: 1"=2,000'



NOTE TO INSTALLERS

WHILE EVERY ATTEMPT HAS BEEN MADE FOR ACCURACY IN THE PREPERATION OF THIS DRAWING, WE CANNOT GUARANTEE AGAINST ERROR. WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. INSTALLER SHALL VERIFY AND BE RESPONSIBLE FOR ALL SITE CONDITIONS AND DIMENSIONS. ANY VARIANCES BETWEEN SITE CONDITIONS AND DRAWINGS SHOULD BE REPORTED TO THE DESIGNER.

SABOURN & TOWER
SURVEYING AND SEPTIC DESIGN, PLLC
1022 Daniel Webster Highway
North Woodstock, NH 03262
Telephone: (603) 745-3424

DRAWN BY SBT	DATE 09/26/22

SCALE: 1" = 20' - PLAN VIEW ONLY
CARLSONDRW2022\BLAIS SEPTIC REV2.DWG JOB:0849

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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