562 Winterbrook Road Campton, NH 03223
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WEVD 2023 Public Hearings APPROVED Minutes
September 27, 2023 – 4:00 PM

Approved as amended on October 11, 2023.

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

Members excused:

Attendees via Zoom: Jeffrey Perry (36 Wanosha Trail), James Cahill, Tom H., Ned, Jaime Oldmixon, Ralph Wilbur.

Call to order: Commission Patti called the meeting to order at 4:00 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.

Public Hearing #1 – Refund of CIF Monies (Campton Mountain Ski Trail Lighting) to WEA.
Ms. Patti opened the public hearing at 4:02 PM and provided a brief overview of the reason for the public hearing. She explained that the approved amount for the Campton Mountain Ski Trail Lighting was in fact less by $9,449.02 than the amount quoted to the homeowners association, Waterville Estates Association (WEA) and approved by the Commission through a Public Hearing accepting the CIF funds. Ms. Patti said that at this point the Commission is ready to refund the money to WEA. Mr. Panuczak clarified that WEA had paid the District the full amount, and after the completion of the project, it was discovered that it cost this much less.

- Stan Bujalski asked what the cost of the project was.

Ms. Patti said that she forgot to ask the accounting staff that question and said that the Management can get that number to him later. Mr. Panuczak described the extent of the project and answered that it covers the whole ski area.

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Ms. Patti said that there was nobody else willing to address the Commission from the public, either online or in person, no emails or phone calls. *Ms. Patti made a motion to close the public hearing at 4:07 PM. 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 that the District refund to WEA the amount of $9,449.02. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Ms. Patti asked Mr. Beard to issue that check to WEA and he said that it will be done promptly.

Then Ms. Patti asked Mr. Panuczak to hold the second public hearing, and he agreed.

Public Hearing #2 – WATER ORDINANCE MODIFICATIONS following advisory vote @ Annual Meeting

Mr. Panuczak opened the public hearing at 4:08 PM. He then provided a brief background on the subject. He said that Article 10 of the 2023 Annual Meeting was exploring whether the community would support water meters for all its members and it failed. The Commissioners consulted with Water and Roads Committee and after that reviewed the Water Ordinance to make sure that any language requiring mandatory installation of water meters for new construction was pulled out. Commissioners left the language regarding voluntary installation of meters and all the necessary specifications. Mr. Panuczak also noted there were some housekeeping amendments, which he listed as follows: removing the word "community" from community water system, amended the definition of discrimination, in the definition of occupancy added a standard number, which does not change the definition, and moved the inspection section withing the Ordinance.

Mr. Bujalski, who is a member of the Water and Roads Committee, asked about the intent of the Warrant Article and whether it was about having no meters at all or having the District pay for the meters this way all the homeowners will switch to meters.

Mr. Spinney read the Warrant Article into the record: "To see if the Village District will vote to voice an advisory opinion that the Village District should explore and consider a purchase and installing of meters." He said that originally there was a dollar amount tied to the Warrant Article and the Commissioners changed it to what he just read to the District residents discover the sentiment of.

Ms. Patti said that the Commission took the results of this vote as lack of support from the community for requiring meters at this time. Hence, now they are trying to make sure that this sentiment is

reflected in the Water Ordinance. She added that the mechanics of going back to requiring meters is still left in the Ordinance.

There was a brief discussion about the fact that any time in the future it would be possible to revert back to requiring meters and that the language for meters and their installation is still in the ordinance to allow for those who want meters now to install them. It was also noted that the Water Ordinance is a living document reflecting the needs and the realities of the community.

- Jeffrey Perry, 36 Wanosha Trail, via Zoom, asked questions about fundamental fairness and that metering is the right answer for it, and said that he installed the meter already and was wondering if people like him would be reimbursed for the cost of doing so.

Mr. Panuczak noted that there is an item on today's meeting agenda to discuss just that issue.

Ms. Patti noticed that the word community was not taken out from the title page of the Water Ordinance and asked Ms. Smith to remember to notice that next time there is a public hearing for amending the Water Ordinance. She said that it cannot be done today as it was not noticed to the community along with all the other changes.

Then there was discussion about referencing the Federal standard (ASHRAE 62.2) and whether it should be linked to the actual standard or put in as the appendix to the Water Ordinance. Members agreed with the suggestion of Ms. Smith, Water Department Administrator, that in order to be consistent and practical, it would be best if <u>all</u> the technical references in the Water Ordinance were linked on the District website and would be checked once a year for current versions.

Mr. Panuczak said that there was nobody else willing to address the Commission from the public, either online or in person, no emails or phone calls. Mr. Panuczak made a *motion to close the public hearing at 4:30 PM. Ms. Patti duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.*

Mr. Panuczak began making a motion to approve the amendments when discussion ensued about which ones in particular. Ms. Smith went over the ones she only made as a suggestion in the noticed Water Ordinance document for the public hearing. There was one that the Commissioners agreed to reject, thus Section 7.A.i would be read as "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."

The other issue was with a reference to Section 3.X in Section 32 which did not make sense. After discussing the reference, Members agreed by consensus that it should also not be added and the Water Ordinance language in this case should remain as is.

Ms. Patti made a motion that the Commission, after conducting the public hearing, is voting to modify the Community Water System Ordinance in the following manner: a) all red highlighted changes in

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the body of the Ordinance with two exceptions: 1) Section 7.A.i on page 10 where the second highlighted change, which reads "and qualified to do business as set forth in paragraph 4, b, above."; 2) Section 32 on page 18, second highlighted change, which reads "as provided in paragraph 3x."; b) and the removal of the Hookup Application from the Appendices, given that the proposed changes involve the District being much more responsive to contractors who want to build and removing Commissioner approval from the process for a hookup. 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 the report was in the packet and went over the details. She said that at this time the Treasurer is not able to address the water fee collections only because the District is shifting to new financial/accounting software. Ms. Patti the went over the rest of the information provided in the report. She explained that there was a bit of a mix up with a payment to a vendor that ended up being made to a different vendor, however, it is all being straightened out now.
There was a brief discussion about the Rec Fund and how it is being handled after it had been moved to the Bank of New Hampshire. Also the Commissioners and GM discussed the need to have the Treasurer be trained on how to use the new financial software for his purposes.

Approval of Minutes

a. September 13, 2023
Ms. Patti made a motion to amend the 09/13/2023 meeting minutes according to the list of 23 changes she prepared. 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 make the document with 09/13/2023 meeting minutes amendments prepared by her an official attachment to the meeting minutes of this meeting as it was not present in the 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 09/13/2023 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.

GENERAL CALENDAR ITEMS

GM's Report
Mr. Beard spoke about the following:

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1. The water issue on Doe Run Road has been resolved. After many days of searching the Management found the valves. There was debris in the valves and one of the water line connections was leaking.

Ms. Patti explained that the residents on Doe Run had temporary water service for the duration of repairs.

2. The Pegwood water line project is proceeding and the subcontractor is close to being done with the blasting. Next step will be removing the blasted ledge and properly installing the new water main. Mr. Beard said that he would like to thank Mike Hering for allowing the District to bring about 333 cubic yards of blasted ledge to his property at the top of Pegwood Road which is going to save the District about $45,000.

Ms. Patti explained that originally the quote for the project anticipated a small amount of ledge, which turned out to be different. Therefore, another bill was added to the project related to blasting, and having Mr. Hering kindly agree to receive the blasted ledge on his property will greatly reduce that bill.

3. Lauren Bennet, who is the new Water Department employee, has completed replacing all of the rusted bolts with stainless steel bolts on the valves at the Pegwood Tank. He also sanded off all the rust and has repainted piping and valves. Mr. Beard distributed two pictures to show the results of Mr. Bennet's work.

Ms. Patti made a motion to make these two pictures presented by Mr. Beard official attachments to the meeting minutes for this meeting. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

4. Mr. Pelchat and his team have been working on the exterior of the Summit Lounge.
5. The well company will be on site on Wednesday to test the well.

Mr. Beard explained that the well company has already begun their work. This was an old well at Campton Mountain and he went over the yields produced during testing. He talked about the need to decide which pump and what piping to use in order to make sure that the well is beneficial to the snow making cycle and is still recharging at a good rate. He also said that there is potential to set it up for the fire trucks to pull water along the future line serviced by that well which should bring the insurance rates down (as if there were a hydrant on that line) for the homeowners within a 1000 foot radius as well as the District Facilities in the vicinity.

Mr. Spinney also noted that the paving around the mailboxes will start tomorrow.

Ms. Patti made a motion to add the following last names to the General Manager's report: Lauren Bennett, Steve Baert, and Sean Pelchat. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

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CONSENT CALENDAR

Manifests

Ms. Patti made a motion to approve the Manifests and the Treasurer's Report 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 Connection 11-1-4 Panaway Court

Ms. Patti made a motion to approve the new water connection for the property on 11-1-4 on Panaway Court in Campton. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

b. Water Connection 5-9-4 Green Circle

Ms. Patti made a motion to approve the water connection for the property on 5-9-4 Green Circle in Campton. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

c. Refund to owners who installed meters

Ms. Smith went over the numbers she provided to the Commissioners where she listed all the residents who either installed the meters already or have been refunded due to various reasons. She concluded that the amount that already has been refunded is $1,169.7, and the amount to be refunded is $10,078.00. She noted that there were a few properties that have changed hands since the meter has been installed, therefore, they technically have not paid for the meters, therefore, she opined that they should not be reimbursed. Mr. Spinney said that when they bought their houses they paid for the meter as well.

Then Ms. Smith answered some questions about properties with issues when meters were being installed. She also said that the current meter inventory which could be returned to the vendor is at $16,661.08 and approximately $4,457.88 is in the meters that could possibly be returned to the District by the residents to be then also returned to the vendor. At most the return could result in as much as $21,118.96.

Discussion ensued about the method of returning the meters that have been bought by residents but have not been installed yet.

Another discussion was about whether to address the installation costs and what should be required for proof. Consensus was to let the Management try to figure out if a method to present to the Commissioners at a later date for discussion.
Another discussion ensued about the properties which changed hands since the meter had been purchased and whether the original owner who paid for the meter should be reimbursed as it will be consistent with all the other property owners. Commissioners agreed to run this issue by Legal Counsel and review it again at its October 11th meeting.
Mr. Panuczak made a motion to refund the amount of $7,577.00 to the owners who purchased the meters from the District (highlighted in white, green and orange in the report), with the exception of the three homes with four entries that have been sold since the meters had been purchased. Ms. Patti duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Ms. Patti made a motion to make Ms. Smith modify the report with a list of owners who purchased meters to delete the first two columns of information, which are customer names and addressES, and make the resulting report an official attachment to these meeting minutes. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

There was discussion about whether the District should keep any meter inventory on hand to avoid waiting for them for those who would like to install them and it would be done in a timely manner if there are some on hand.

Mr. Spinney made a motion for the District to return the meters and associated hardware back to the vendor to get a refund in the amount of $16,661.08. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Ms. Patti noted that the agenda also needs to be modified to show that the next Commission meeting is on October 11, 2023.

VOLUNTEERS NEEDED – ADA Accessibility Committee
Ms. Patti reiterated the need for volunteers for the ADA Accessibility Committee and invited people to join.

Next Meeting: Wednesday, October 11, 2023 @ 6 p.m.

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Public Comment Period

- Stan Bujalski said that he was confused as to why the requirements to have a licensed in NH plumber install the meter were removed from the Water Ordinance.

Discussion ensued about the fact that the Ordinance only requires that a licensed plumber performs the cross connection which is then inspected by the District Water Department operator and beyond that the District does not have control of who is doing the plumbing in the homes. Mr. Beard explained what cross connections are and they are only for when another private well is connected to the pipes that are connected to the water main (like in a property that has an irrigation system on a private well). There cannot be contamination of the water in the water main from the private well, therefore a licensed plumber installation is required by the Ordinance. He also noted that NH statutes require that a NH licensed plumber is used to do any plumbing work in all properties that are not an individual's primary residence. Ms. Patti clarified that in the ordinance cross-connections are identified as any connection that will prevent the backflow from any other source of water to the District's water system.

Ms. Patti also explained that the language that was referencing the licensed plumber requirement in Section 7.A.i was never in the Ordinance and what the Commissioners did tonight was reject that change that was only proposed. She then read from Ordinance to corroborate that the District does not require a licensed plumber to work on connecting the main to the house.

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 5:57 PM by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Non-public session was entered at 6:01 PM, Commissioners Patti, Panuczak and Spinney were present in person as well as the General Manager Ron Beard.

Resumption of Public Session

Mr. Panuczak motioned to exit non-public session at 7:10 PM, Mr. Spinney duly seconded and the motion passed a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Public session was entered at 7:10 PM. Commissioners Patti, Panuczak, and Spinney were present in person.

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

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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 7:12 PM.

Prepared by Alvina Snegach

Attachments:

Maureen Patti Motions for September 27, 2023:
1. Agenda Item # 6 A, Adoption of minutes –
Proposed Amendments to minutes of September 13, 2023:
1. Page 1, lines 4, 5 -- insert "Gerry Panuczak" after 'Maureen Patti' AND after 'Allison Smith' add a comma; correct 'Members' to "member"
2. Page 1, line 7 -- insert "None"
3. Page 1, line 12 -- deleted 'noted'
4. Page 1, line 26 – paste the attachment language as a double indented paragraph in the place of the sentence which read as follows: 'He then listed…' Do not include the 'Respectfully Submitted…" section
5. Page 2, line 34 – correct typo "were" for 'was'
6. Page 2, line 40 – delete the second 'and' AND make a new sentence beginning with "He said that the Master Plan…"
7. Page 2, line 51 – insert after sentence ends "(No date yet set)"
8. Page 3, line 86 – insert "Chapter 7 of" and delete 'of the'
9. Page 4, line 102 – delete 'for the time being' and insert "when the boxes are being installed"
10. Page 4, line 105 – delete the first 'remaining'
11. Page 4, line 107 – insert after 'two' the following: "will be the expansion of the mailbox structure and installation of another 300 boxes and"
12. Page 4, line 108 – delete 'turn' AND install after 'driver could' the following "service the boxes without turning"
13. Page 4, line 109 – delete 'it' AND install after 'Mr. Beard said' the following "Dive Safe has been to the site and the expansion of the second walkway from the parking lot to the Community Center"
14. Page 4, line 111 – delete 'the amount paid for'

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15. Page 5, line 134 – insert "(BNH) have" after 'Bank of New Hampshire'
16. Page 5, line 135 – insert at end of sentence "(WEVD accounts receiving 4% interest from BNH instead of 0.25% at former institution.)"
17. Page 5, line 150 – delete 'power' and insert "safety"
18. Page 6, line 185 – insert "outdoor" before 'family'
19. Page 6, line 186, 187 – insert "pools heated" after 'adult area' AND delete next sentence 'He said that…"
20. Page 7, line 198 – insert "outdoor" in front of 'heating the'
21. Page 8, line 240 – delete 'hearing' and insert "Commissioner meeting"
22. Page 8, line 255 – insert after 'technological capacity' the following: "and physical space"
23. Page 9, line 288 – correct typo "9:29 PM"

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TID	Meter Serial No.	Radio Seriel No.	Refund Amt.	
5-17-32	211043249	N/A	$ 530.47	
5-11-12	N/A	N/A	$ 639.00	
242-92	211043253	121500075	$ 360.00	
10-5-1	211043243	130476672	$ 360.00	
5-18-10-6	211043558	130595372	$ 360.00	
4-4-4	211043246	N/A	$ 360.00	
4-4-2	211043247	N/A	$ 360.00	
243-14	211043621	N/A	$ 360.00	
5-16-5	211043622	N/A	$ 360.00	
5-17-23	211043560	N/A	$ 584.00	
5-15-13	211043245	121498079	$ 639.00	
242-100	211043623	130476680	$ 639.00	
242-125	211043618	130479258	$ 639.00	
242-154	211043625	130479302	$ 639.00	
11-5-9	211043248	N/A	$ 639.00	
10-1-38-21	211043250	N/A	$ 639.00	
5-16-22	211043615	N/A	$ 639.00	
11-3-3	211043626	N/A	$ 639.00	
5-11-16	211700414	N/A	$ 639.00	
5-15-38	211043624	130595062	$ 639.00	
5-15-38	211700409	N/A	$ 584.00	
TOTALS	**21**	**8**	**$ 11,247.47**	
		Already Refunded	*$ 1,169.47*	
		Yet to be Refunded	*$ 10,078.00*	
			$ 2,501.00	*Sold New Construction*
			$ 2,997.00	*Installed & Inspected*
			$ 639.00	*Installed & NOT inspected*
			$ 3,941.00	*Not known to be installed*
		Stiles Potential Return Refund	**$ 21,118.96**	
		Current Inventory	$ 16,661.08	
		Est. Potentially Returned Inventory	$ 4,457.88	

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